

## FITNESS CENTER ADVISORY COMMITTEE REPORT

REGULAR MEETING  
WEDNESDAY, AUGUST 9, 2017, AT 9:30 A.M.

A regular meeting of the Fitness Center Advisory Committee (FCAC) was called to order by the Acting Chairman, Virginia Lee Rapp, at 9:30 a.m. on Wednesday, August 9, 2017, in the Board Room at Gateway Complex.

Present, in addition to the Acting Chairman, were Catherine S. Herdering, Vice Chairman, Sherry S. Smith, Secretary, Carol A. Green, Charlotte A. Howard, Barbara Leonard, and Melvin C. Fredlund, GRF representative and ex-officio member. Claudia Tierney, Chairman, was excused. Also attending were Mary K. Neff, Treasurer, and Leslie Birdsall and Mary Lou Delpech, Directors, GRF; Jeffrey P. Matheson, Director of Resident Services; Masha Henzel, Fitness Supervisor; and one resident. Attendance

The report of the Committee's regular meeting of June 14, 2017, was approved as written. Report Approved

By unanimous consent, Catherine S. Herdering and Sherry S. Smith were re-elected Vice Chairman and Secretary, respectively. Officers Re-Elected

Ms. Henzel reported 9,365 visits to the Fitness Center for the month of July. Fitness Attendance/

Ms. Rapp addressed two emails from residents regarding the guest policy and one email regarding special programs and technology planning. It was decided that Mr. Matheson would respond to these three residents. Correspondence

Ms. Henzel reported that there are some tile problems in the modulars that are being addressed. She also added that there are plans for sixteen or seventeen new free classes to possibly be added in the future. Staff Report

Ms. Howard reported that she is interviewing for the Wall of Fame. The suggestion was made to feature one resident periodically rather than feature several residents over a longer period of time. Mr. Matheson suggested that the name be changed from "Wall of Fame" to "Featured Resident". No decision was made by the Committee on that at this time. Wall of Fame

Mr. Matheson gave both a verbal and video update on the progress of the Del Valle Complex Renovation Project. He said that the Fitness Center is still on track to open in January 2018. Update on Del Valle Complex Renovation

Mr. Matheson then led a discussion on the draft 2018 Fitness Center operating budget. The top priority is front desk staffing, with 1.5 additional positions being recommended. The recommended increase in staffing would allow for two people to cover the front desk at peak hours, one in the evenings, and one on weekends. Committee members expressed concerns that there might not be enough staff for the proposed classes and assistance to help residents acclimate to the renovated Project/ Draft 2018 Fitness Center Operating Budget

Fitness Center. After discussion, the following suggestions were made to address this concern: 1) produce a training video for resident orientation; 2) employ contract staff; and 3) hire staff under the Fitness Center's construction budget.

A motion was made by Ms. Leonard, seconded by Ms. Green, and CARRIED UNANIMOUSLY to recommend to the GRF Board of Directors the addition of one full-time floor staff position.

Mr. Matheson reported on the results of the FCAC and AAC Subcommittees, which were convened to recommend names for the rooms in the renovated Fitness Center. Suggestions for room names came from a resident survey. The Subcommittee recommended the following names:

- Main Complex: Del Valle Fitness Center
- Multi-Use A: Dance Studio
- Multi-Use B: Aerobics Studio
- Gymnasium: Gymnasium
- Pilates: Pilates Studio
- Current Shasta Room: Serenity Room
- Pools: Del Valle Pools

A motion was made by Ms. Green, seconded by Ms. Herdering, and CARRIED UNANIMOUSLY to recommend to the GRF Board of Directors that the room names be adopted as recommended by the FCAC and AAC Subcommittee.

Ms. Rapp handed out copies of the Conflict of Interest forms, GRF Policy 201.2, to be completed by each member of the FCAC.

Ms. Howard recommended a special orientation of the renovated Fitness Center for residents of The Waterford. No action was taken on this by the Committee.

The Chairman adjourned the meeting at 10:45 a.m.

Due to a scheduling conflict, the next regular meeting of the FCAC will be determined at a later date.

  
Virginia Lee Rapp, Acting Chairman  
Fitness Center Advisory Committee

SSS/kv  
Attachment: Fitness Center Statistics

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to GRF  
Board re.  
Staff  
Position/  
FCAC and  
AAC  
Subcom-  
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Conflict of  
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TBD