

AGENDA

FITNESS CENTER ADVISORY COMMITTEE

REGULAR MEETING

WEDNESDAY, NOVEMBER 14, 2018 AT 9:30 A.M.
BOARD ROOM AT GATEWAY CLUBHOUSE

1. MEETING CALLED TO ORDER: Claudia Tierney, Chairman
2. ROLL CALL: Tierney, Herdering, Howard, Grizzell, King, Rapp, Remington, and Pyle, ex-officio member
3. APPROVAL OF REPORT OF OCTOBER 10, 2018 (Attachment)
4. CHAIRMAN'S REPORT
5. CORRESPONDENCE AND ANNOUNCEMENTS
6. STAFF REPORTS
 - a. Report by Mark Metcalf, Fitness Center Manager. (Attachment)
7. SUB-COMMITTEE REPORTS
 - a. Publicity
8. RESIDENTS' FORUM

FCAC will follow Rossmoor custom and limit comments to 3 minutes.
9. UNFINISHED BUSINESS
 - a. Continued discussion regarding Guest Usage Policy 304.1, related to guests visiting a member who is physically unable to accompany the guest to the facility. (Attachment)
10. NEW BUSINESS
 - a. Consider request to play music through the house system in the main portion of the Fitness Center. (Attachment)
11. ADJOURNMENT
12. NEXT MEETING: Wednesday, January 9, 2019, at 9:30 a.m. in the Board Room at Gateway Complex.

CT/dr
cc: GRF Board

FITNESS CENTER ADVISORY COMMITTEE REPORT

REGULAR MEETING
WEDNESDAY, OCTOBER 10, 2018, AT 9:30 A.M.

A regular meeting of the Fitness Center Advisory Committee (FCAC) was called to order by the Chairman, Claudia Tierney, at 9:30 a.m. on Wednesday, October 10, 2018, in the Fairway Room at Creekside Complex.

Present, in addition to the Chairman, were Catherine S. Herdering, Vice Chairman, Charlotte A. Howard, Secretary, James V. Grizzell, Alice King, Virginia Lee Rapp, Robert Remington, and Geraldine Pyle, ex-officio member and GRB representative. Also attending were Robert D. Kelso, President, and Kenneth Anderson, Director, GRF; Timothy O'Keefe, CEO; Jeffrey P. Matheson, Director of Resident Services; Mark Metcalf, Regional Operations Manager of Active Wellness; and one resident.

Attendance

The report of the Committee's regular meeting of September 5, 2018, was approved with one correction. In the last paragraph on page 3-2 after "a full-time fitness lead," add "and a full-time front desk lead." The report will be revised to reflect the correction.

Report
Approved

The Chairman reported that there were 21,485 visits to the Fitness Center during the month of September. Mr. Matheson reported that the attendance report has a different look this month, which shows average visits per days of the week as well as a graph, which shows average visits per hour. This information can be used to show peak usage time. September numbers were a little lower because some people had been confused about scanning and had been re-scanning multiple times in previous months.

Chairman's
Report

Mr. Metcalf reported that having residents fill out necessary forms on an iPad is working out very well. He also reported that robot calls, which announce to residents when a class is cancelled, will return within the next 2-3 weeks. The recumbent bike issue has been resolved. And the floors of the Dance Studio and the Serenity Studio are being treated to provide users a better grip. An offer will be made this week to fill the Service Desk Lead position, but the position of Fitness Lead will take longer to find someone with the required expertise.

Staff
Reports

During the Residents' Forum, Ken Anderson requested that bus schedules be posted inside the Fitness Center, so residents will know when to leave to get to the bench in time.

Residents'
Forum

Mr. Remington suggested a call button be installed in the men's restroom.

Mr. Matheson reported that at its September meeting, the GRF Board approved the Operating Budget for 2019. However, the GRF Board failed to approve two items that the FCAC had recommended: a full-time fitness trainer and a plan to generate revenue. Therefore, staffing level will remain the same, but the new structure for personnel will give improved coverage. This plan is budget neutral, he said.

Fitness
Center
2019
Operating
Budget

Mr. Metcalf reported that custodial support will be contracted for the Fitness Center locker rooms, restrooms, flooring, etc.

Mr. Matheson recommended that everyone should use shower shoes for their own protection.

The current Guest Usage Policy requires that all guests be accompanied by a resident member at all times. However, some resident members are physically unable to come to a GRF facility with their guests. The FCAC will consider recommended amendments to this Policy at its November meeting. The Aquatics Advisory Committee will also be considering this issue. Policy 304.1 Guest Usage Policy

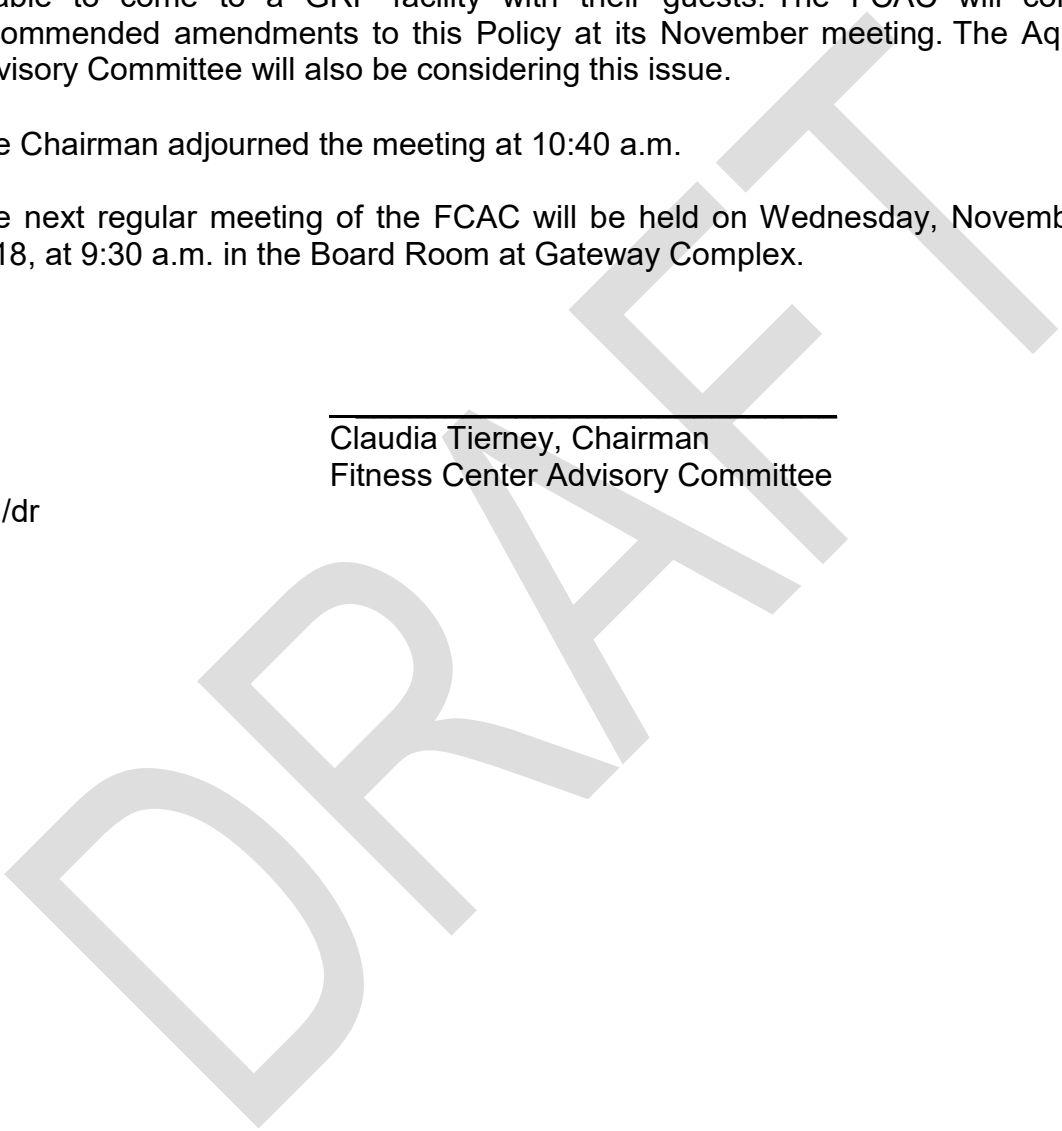
The Chairman adjourned the meeting at 10:40 a.m.

Adjournment/
Next Mtg.
11/14/18

The next regular meeting of the FCAC will be held on Wednesday, November 14, 2018, at 9:30 a.m. in the Board Room at Gateway Complex.

Claudia Tierney, Chairman
Fitness Center Advisory Committee

CH/dr



Tice Creek Fitness Center 2018

Pool Usage	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	Avg./Month
2011	5,609	5,135	6,004	4,591	3,802	5,142	5,617	5,301	4,625	4,480	5,901	5,305	61,512	5,126
2012	6,160	6,062	6,418	5,014	4,921	5,154	5,863	6,301	5,431	5,182	6,191	5,656	68,353	5,696
2013	6,506	6,021	6,206	5,545	4,746	5,367	6,257	5,934	5,195	5,166	5,209	5,708	67,860	5,655
2014	6,681	6,306	5,919	5,339	5,323	4,311	5,832	5,910	5,623	5,541	5,259	6,209	68,253	5,688
2015	6,818	6,615	5,021	5,573	5,602	5,708	5,861	6,272	5,666	5,161	5,314	5,400	69,011	5,751
2016	6,480	6,553	4,902	4,258	4,602	4,902	5,312	5,406	4,649	5,257	4,816	4,559	61,696	5,141
2017	5,625	5,399	5,508	231	0	0	0	0	0	1,109	3,657		21,529	1,957
Resident Usage/Visits	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	Avg./Month
(includes pool usage) 2011	18,796	17,345	20,041	16,591	16,266	17,705	17,586	18,433	16,154	16,455	17,844	16,639	209,855	17,488
(includes pool usage) 2012	19,016	18,525	19,368	17,058	17,357	17,544	18,720	19,615	17,871	18,423	18,016	17,392	218,905	18,242
(includes pool usage) 2013	19,733	18,369	19,182	18,608	17,528	17,277	19,264	18,948	17,045	17,944	16,733	17,163	217,794	18,150
(includes pool usage) 2014	20,006	18,820	19,699	18,322	18,050	16,248	19,195	19,731	18,435	18,766	17,382	18,872	223,526	18,627
(includes pool usage) 2015	20,624	19,703	19,120	18,586	18,720	19,102	20,073	20,472	19,636	18,920	18,184	18,586	231,726	19,311
(includes pool usage) 2016	22,183	21,640	21,418	19,378	20,231	19,505	20,041	21,335	19,320	24,888	18,793	18,593	247,325	20,610
(includes pool usage) 2017	20,993	19,860	11,006	3,264	8,627	9,692	9,465	9,501	9,001	9,415	8,492		119,316	10,847
(all check-ins) 2018				24,885	26,370	27,250	29,947	23,446	21,485	20,761			174,144	24,878
Class/Club Participation	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	Avg./Month
Fitness Center Classes										2805			2805	2805
Clubs										3068			3068	3068
Ind. Contractor Classes										927			927	927
TOTAL										6800				
% of total fitness center visits										32.8%				
# of Classes	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	Avg./Month
Fitness Staff Classes								182	181	160			523	174
Club Classes								210	217	256			683	228
Ind. Contractor Classes								89	82	97			268	89
TOTAL								481	480	513				
Guest & Caregiver Usage/Visits	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	Avg./Month
Guests								267	249	181			697	232
Caregivers								218	223	245			686	229

Meeting Date: November 14, 2018

**SUMMARY REPORT
GOLDEN RAIN FOUNDATION
FITNESS CENTER ADVISORY COMMITTEE**

REPORT PREPARED BY:

Jeff Matheson, Resident Services Director

REQUESTED ACTION/RECOMMENDATION:

Continued discussion regarding Guest Usage Policy 304.1, related to guests visiting a member who is physically unable to accompany the guest to the facility.

BACKGROUND:

The current Guest Usage Policy 304.1, copy attached, requires that all guests be accompanied by a resident member at all times. Some GRF members are physically unable to come to a GRF facility with their guests. Several times per year, staff receives inquiries about the ability of a guest to use a facility without a resident member. Staff must deny this request based on current Policy.

ALTERNATIVES AND OPTIONS:

The FCAC and AAC can consider amendments to the policy to allow unaccompanied guests, with prior verification the member host is unable to accompany the guest. Verification may be a doctor's note kept on file. The alternative is the resident member must arrange for a neighbor or other GRF member to accompany their guests.

The AAC met November 9th and discussed this item. Some of its discussion included the following:

- Any consideration for allowing an exception should only take place at the Tice Creek Fitness Center. This is because of the staffing at the front desk.
- Residents should be required to provide a doctor's note stating they are physically unable to accompany a guest.
- Permission for an exception should be short term 30-60 days.
- Current rules should govern use and no exceptions should be allowed.
- Guest can use outside facilities.
- Wait on any decisions until the FCAC discusses the item.

ATTACHMENTS:

Guest Usage Policy 304.1

Subject: Guest Usage Policy

Purpose: To Establish Guidelines for Use of Trust Facilities by Guests

For purposes of this Policy the term "Guest" refers to non-Members, not registered with GRF as either a Lessee (Policy 104.1.2), or Domestic Employee, as set forth below. The Golden Rain Foundation's programs, services and facilities are intended primarily for use by GRF Members as defined in the Bylaws, either individually or as members of Rossmoor clubs and organizations. The Foundation supports a policy of accommodating Guests accompanied by their Member host when their presence does not interfere with Members' use of facilities.

1. Guests must be accompanied by a Member host at all times, unless otherwise specifically provided for elsewhere by Policy, Rules, or Procedures.
2. At the discretion of GRF, Guests may be limited to a number of days or excluded for specific days or portions thereof, from any programs, services or facilities in order to ensure adequate access to Members. A list of such limitations, if any, will be available from Member Records and provided to Members upon request.
3. Guests must follow all policies, rules and procedures of the applicable program/facility. Members are responsible for making their Guests aware of the Foundation's policies, rules and procedures and for the acts of their Guests.
4. No Guest who is a client, patient, or customer of a Member may use Foundation facilities for professional purposes.
5. Subject to approval of the GRF Board, Guests may be charged a fee for use of, or access to, any program, service or facility on terms and conditions prescribed by the Board. A schedule of such charges will be maintained by Member Records and provided to Members upon request.
6. The term Domestic Employee refers to an employee of a Member or Lessee as either a care-giver or housekeeper or similar capacity, whether or not such employee lives with the Member or Lessee full-time. Domestic Employees must be registered with GRF as such, and will be considered to be Guests of the Member, for purposes of access only. Domestic Employees will not be permitted to make use of any amenities or facilities, and must be accompanied by the applicable Member at all times. Domestic Employees may be issued limited access devices subject to the fees and restrictions established by the Board, which are available from Member Records upon request.
7. Notwithstanding any of the above limitations, exceptions to this Policy may be made by express provisions contained in the applicable Rules for participation and use of any GRF program, service or facility approved by the GRF Board.

Authority: Policy

6/24/04

9/27/07 Rev.

2/24/11 Rev.

10/31/13 Rev.

7/27/17 Rev.

Meeting Date: November 14, 2018

**SUMMARY REPORT
GOLDEN RAIN FOUNDATION
FITNESS CENTER ADVISORY COMMITTEE**

REPORT PREPARED BY:

Jeff Matheson, Resident Services Director

REQUESTED ACTION/RECOMMENDATION:

Consider request to play music through the house system in the main portion of the Fitness Center.

BACKGROUND:

The FCAC received a letter suggesting the Committee allow music to be played through the house system in the main section of the Fitness Center. The letter recommended the FCAC conduct a survey to see if the majority of members would support music. Currently, music is only played at the entry. Members that want music must bring their own personal device and headphones.

The FCAC agreed to conduct a survey. An iPad with the survey was placed at the front desk for several weeks. A total of 140 responses were received, with 70.7% indicating they were interested in music being played. The survey also asked about the type of music and the majority indicated classical.

ALTERNATIVES AND OPTIONS:

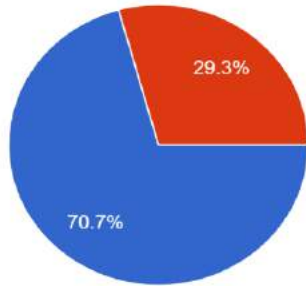
The FCAC can decide to keep the current policy of no overhead music, except at the entry, or change the policy to allow music. Should music be allowed, the Committee can designate times when music is played and when it is not. The type of music most supported in the survey was classical. This is not conducive to a Fitness Center. Staff would recommend music similar to what is played in a group exercise class.

ATTACHMENTS:

Survey results

Would you like music to be played throughout the fitness floor areas of the fitness center?

140 responses



● Yes
● No

If music was playing on the fitness floor, what music genre would you prefer

140 responses

