

# ROUNTREY

## Committee Meeting Minutes

Committee Name	Clubhouse Committee
Date	November 10, 2025
Time	7:30pm EST
Location	RounTrey Clubhouse
Meeting Attendees	Committee: Kristal Heiry, Chung Chee Tai, Vicky Richards, Anna Miller, Erin Roe

### Agenda

1. Membership update
  - a. Laura Early resigned from Committee due to family relocating
2. Clubhouse updates
  - a. Permanent trim light installation (Dominion Lightworks)
    - i. Outcome of recent meeting with Dominion Lightworks owner - must address illumination issues to our satisfaction before we issue the second payment
    - ii. Source another expert's advice on how to rectify the issue - preferably someone with Bosso lighting application experience
    - iii. President to provide an update at annual meeting on purchasing decision and awareness of installation issues
    - iv. Reviewed quotes from two other companies for manual light install. Since work order with Dominion Lightworks was already signed for this season, send a note thanking other companies for quotes and let them know we will consider them in the future.

- b. Special Project: Switch from cable to streaming service
    - i. Estimate \$600/month reduction in Verizon bills
    - ii. Verizon cable cancellation in progress
    - iii. Subscription streaming service for gym only - Hulu+ LiveTV
    - iv. Private rentals will be able to log into their own subscription services on the Smart TVs in the common areas
    - v. **Vote (unanimous approval):** Upgrade WiFi routers with Verizon (Ours are two generations old and will soon no longer be supported)
  - c. Miscellaneous
    - i. Blinds/shades for pool deck doors to give renters more privacy - Get quotes from window shade companies on options
    - ii. Warming trays added to kitchens for events to use
    - iii. Junk removal from patio at NewMarket
    - iv. Storage: Social Committee raised concerns about cluttered storage closet; Reminded them that they are not taking full advantage of the new storage shed at NewMarket as our agreed upon solution for seasonal items and that the closet must be shared with the swim team.
3. Gym
- a. Bench repair needed - Tai will fix
  - b. Equipment budget for 2025 (\$2500 remaining)
    - i. Need to replace kettle bell set and floor mats
    - ii. Dual Adjustable Pulley needs repairing (rope broken)
    - iii. New equipment considerations: new commercial grade bench, stair master or pilates reformer
4. First neighborhood club starts hosting in November - Art Club
5. Farmer's Market request - Puryear Farms
- a. **(Vote: Unanimous approval)** Give them permission to set up once a month in parking lot
  - b. Set up in parking lot only - no inside access to the clubhouse
6. New Year's Eve event hosted by Social Committee
- a. Recommend expanding the kid's event to make it a family event
  - b. Someone from the Social Committee must sign an agreement taking responsibility for the event and serve as proxy for the Clubhouse Committee that evening; Clubhouse Committee will not be available in the event of an

emergency; Will provide a list of preferred vendors to call in an emergency (i.e. plumber, HVAC); Contract will state that they must evacuate no later than 10pm

7. Private Rentals

- a. Review holiday schedule
- b. 2026 coordinator schedule
- c. New tablets for audio - Fire tablets

8. Budget Items

- a. 2025 funds remaining:
  - i. Total \$13,600: \$2k (appliance); \$6k (security cameras); \$3800 (wifi/audio fix); keypads (\$1800)
- b. 2026: Intertwined projects - security cameras, AV, access points and door keypads
  - i. President denied request for additional security cameras - only approved upgrading ones we have at RounTrey
  - ii. President questioning upgrades of door keypads to allow remote admin access; Prefers to keep simple keypads rather than install smart/wifi ones due to connectivity risks with technology; Committee discussed benefits outweighing risks of technology failure on occasion
- c. **Vote (unanimous approval):** Committee feels strongly that these changes and upgrades are a necessity for security and rental operations; Since we are experiencing maintenance issues and malfunctions with two doors, confirm if this qualifies for reserve funding; Request a meeting with Finance to agree on a viable solution
- d. New extendable pole available to Committee to capture helium balloons on the loose
- e. Board approved new 2026 rates:
  - 1. Weekend/holiday 6-hour rate: RounTrey - \$500; NewMarket - \$350
  - 2. Adjust coordinator duty rate to \$75/event in 2026