

Design & Aesthetics Committee Meeting Minutes

Thursday, February 27, 2020 at Noon

Building 1 – Conference Room

Attendance: Patti Brown, Chair
Barbara Gaulien
Deborah Neglio
Eric Brown, Board Sponsor

Agenda:

- Elect a Committee Chair and a Committee Secretary
- Establish the Committee's duties and responsibilities
- Discuss preliminary priority areas to consider for enhancements and/or improvements

Minutes:

Meeting called to order 12:05 pm

Patti Brown was selected as Chair and Deborah Neglio as Secretary.

The duties and responsibilities of the Design & Aesthetics Committee will be to advise the Board in the recommending of enhancements of the common elements to improve the visual, functional and sensory appeal of the property. The committee will research and propose those projects we are directed by the Board for their final decision. The manager and/or maintenance department will be responsible in bidding out any contracted services to be presented to the Board; and will be the liaison between the Committee and the Board.

Areas discussed for enhancements and/or improvements:

Pool Furniture – refurbish or replace tables, chairs loungers and consider acquiring more chairs (less loungers)

Guest Suites – update bedding and towels to all white for sanitary purpose; include more towels

- update kitchen appliances: microwave & refrigerator
- add refrigerator to smaller unit
- update televisions

Lobbies – paint and enhance furniture

- update flooring
- possibly utilizing the reception area for the large packages from the mail room

Workroom – clean out and organize

- obtain a dumpster for a “spring” cleaning. This will be for all residents as well as maintenance dept. for a purging of accumulated materials in their units and storage rooms

Social Room – acquiring a larger refrigerator and adding an ice maker for guest suite use as well as social events

- minor change-up in décor
- add (2) counter height cocktail tables with (4) counter stools

Library – establish a “take one/leave one” bookcase. Location and designs will be submitted to the Board

Meeting adjourned at 12:58 pm

Respectfully Submitted,
Bel Mare Design & Aesthetics Committee