



**Columbia Association Sport & Fitness Advisory Committee
APPROVED Minutes**

Meeting Date & Location	10/06/2014 7pm Board Room, Columbia Association Headquarters
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Attendance

X	Carlton Haywood	CAAC		Chris Ward	Golf
	Keith Heilveil	Golf		Ben Clements	Green
	Don Fitzgerald	Green	X	Chadi Groome	HAFAC
X	Walter Barnes	HAFAC	X	Leo Bruette	Tennis
X	Bob Berlett	Tennis	X	Robyn Scott	Staff
X	Marc Kolp	Sr Staff			

Time	Topic	Discussion/Action
7:00pm	<ul style="list-style-type: none"> Review Agenda Review & Acceptance of 04/08/14 Minutes Review & Acceptance of 05/13/14 Special Meeting Minutes 	<ul style="list-style-type: none"> Agenda Approved Minutes of 04/08/14 meeting approved. Minutes of 05/13/14 meeting approved.
	Old Business: <ul style="list-style-type: none"> Status of follow-up items from last meeting 	<ul style="list-style-type: none"> Action items from 5/13/14 minutes discussed.
	New Business: <ul style="list-style-type: none"> Sport & Fitness Advisory Committee Annual Charge Creation of Annual Timeline of Requirements for Sport & Fitness Committees Input to BOD on Budget Testimony Discussion of Committee Participation in CA's FY 16 Budget Schedule Tour CA Advisory Committees web pages (members to provide feedback) Utilization of CA Monthly 	<ul style="list-style-type: none"> Annual Charge development: <ul style="list-style-type: none"> Relationship of sub-committees to S&F committee should be addressed in the charge; A bi-annual charge aligned with the 2-year CA budget schedule was suggested; Creation of a two-year timeline for Board-directed requirements of Sport & Fitness committees agreed upon; AI: have Charge drafted and shared with committee by 10/16/14. Quorum to be reached by email by 10/22/14. Will be presented at 10/23/14 Board meeting. Committee participation in CA's FY 16 budget schedule/budget testimony: <ul style="list-style-type: none"> AI: Each sub-committee to draft a letter of support for



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		<p>FY 16 budget requests and provide to CSL of Sport & Fitness committee by 11/21/14;</p> <ul style="list-style-type: none"> ○ AI: S&F committee to draft letter summarizing sub-committee support for budget items 12/01/14 (materials due to Board 12/05/14); ○ Leo: important for sub-committees to coordinate for budget process – unified approval for large capital projects: ○ Discussion over dollar shift in Sport & Fitness division: ○ Reminder from Leo: chairs to keep extending invitations to committee meetings to ERC representatives. <ul style="list-style-type: none"> ● Tour of CA website advisory committee pages: showed committee where advisory committee pages, meeting materials, calendar and budget information could be found. ● CA Monthly: <ul style="list-style-type: none"> ○ Suggested inserting a small piece about advisory committees with contact details. ○ AI: Robyn to investigate submission process with David Greisman. ● Question on facility usage numbers from Leo – confirmed that they are available in the quarterly Board reports or work with CSLs for figures.
	<p>Committee Reports:</p> <ul style="list-style-type: none"> ● Tennis: Leo and Bob ● Aquatics: Carlton and Roz ● Golf / Green: Don, Chris and Keith ● Health & Fitness: Walter and Chadi 	<ul style="list-style-type: none"> ● Tennis: <ul style="list-style-type: none"> ○ USTA participation numbers discussed; ○ Owen Brown bubble; ○ Advocating for tennis facilities at Columbia SportsPark ● Aquatics: <ul style="list-style-type: none"> ○ CNSL 2200 children participated this year ○ Swim Center: comprehensive study approved for lifetime of existing systems. ○ ADA upgrades to Aquatics program – major budget issue ○ Aquatics “Round Table” with Board in January ● Health & Fitness: <ul style="list-style-type: none"> ○ Overview of summer shutdowns at clubs ○ Charter approval



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		<ul style="list-style-type: none"> o CG automatic door installation o Seasonal programming • Golf/Green: representatives not present. AI: Marc to talk with Golf Committee CSL regarding future direction of this committee.
	CA Report: <ul style="list-style-type: none"> • Hobbit's Glen Clubhouse; • Haven on the Lake; • Ice Rink, SportsPark, Horse Center updates; • CA Board/ CA President 	<ul style="list-style-type: none"> • Hobbit's Glen Clubhouse: <ul style="list-style-type: none"> o Coho Grill will be opening at same time as the rest of the clubhouse; o Racquet Club décor will be tied in with the Clubhouse; o Discussion of errant golf balls at Hobbit's Glen; • Haven on the Lake: <ul style="list-style-type: none"> o Membership and construction updates; • Ice Rink: replacement Zamboni installed; • SportsPark: summer capital projects; • CA Board/CA President: no updates.
	Recap Follow-up Items	
	Set Next Meeting & Adjournment	Tuesday 01/06/15, 7pm, Columbia Association HQ Board Room.
	<i>Next meeting scheduled</i>	

Summary: Action Items

AI #:	Action:	Assigned:	Target Date:	Status:
100614-01	Have Charge drafted and shared with committee by 10/16/14. Quorum to be reached by email by 10/22/14.	Marc Kolp	10/16/14	In progress
100614-02	Each sub-committee to draft a letter of support for FY 16 budget requests and provide to CSL of Sport & Fitness Advisory Committee.	Committee chairs	11/21/14	Not started
100614-03	Sport & Fitness Advisory Committee to draft letter summarizing sub-committee support to budget items.	Marc Kolp	12/01/14	Not started
100614-04	Investigate CA Monthly submission process with David Greisman for advisory committee piece.	Robyn Scott	10/31/14	In progress



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AI #:	Action:	Assigned:	Target Date:	Status:
100614-05	Marc to talk with Golf Committee CSL regarding future direction of this committee.	Marc Kolp		Completed – next Golf committee meeting scheduled.

Note: The action item number (meeting date and number) corresponds to the date of the meeting where the action stems from and a number.