



House Committee Minutes - February 19, 2024ⁱ

Attendance: Mike Ceccanti (chair), Jim Gorman, Keith Walbridge, Nancy Daum, Judi Harrison, Megan Rutz, Patty O'Toole, Rob Peters (guest)

Absent: Chris Walbridge, Don Born (leave of absence)

Old Business

1. Club House

A. Banquet Room Windows

Proposed RFB was reviewed; changes made. Megan will prepare changes and forward to Administrative Office for dissemination to contractors. Submitting FRB's to six contractors (as identified by the Oregon Energy Trust as Preferred vendors) for bids.

Bids are due by March 15, 2024.

B. Jim Gorman to coordinate install once bids are received and selected vendor is approved by the Budget/Finance Committee.

2. Living Room Update

A. Megan will be sending out RFB's to several painting contractors in solicitation of bids for painting the living room and lobby. RFB is requesting three (3) different bids – living room/lobby walls only; living room/lobby walls and ceiling (w/o beams) and living room/lobby walls and ceiling (w/beams)

B. Meeting with Bargreen- Ellingson – Commercial Furniture vendor appointment scheduled for February 27th

C. Field trips – Sub committee will be visiting local furniture vendors on 1/19

D. Moving Art Guild Paintings to Arts/Craft hallway – Megan will be meeting with Cheri Gilmore-Forczek on 1/19 and will provide feedback from Living Room Survey and request her assistance with club communication.

E. Pictorial Overhead picture - has been taken – Rob Peters to follow up with Michelle Faber and determine if has been printed/framed and/or paid for. Megan asked that if print has not been framed that the process be stopped until decisions are made.

3. Meeting Room Blinds

A. Blind purchase has been approved by the budget and finance committee and have been ordered. To receive a 40% discount – must be paid for this week in order to receive discount. Judi will be request a check for payment. Cost is approximately \$2,298 (including installation). 5-week lead time is required and there is a Limited lifetime warranty at no cost for 5 years. Sliders and windows will each have divided shades (two per each window/door)

B. Jim Gorman will head the removal/patching process. Old blinds will be marked for disposal

4. Multipurpose Room

A. Update on Ping Pong usage of room – Nancy Daum talked with the Ping Pong crew – they do not wish to move to the Ballroom, and do not care if the carpet is removed and replaced with luxury vinyl. Committee recommended that a wavier be required for use of ping pong. Mike Ceccanti will follow up with KCCA insurance agent regarding waiver and/or liability associated with ping pong. Nancy Daum will obtain a copy of the waiver form currently being used by the Exercise class.



5. Pro Shop Restroom and Cart Storage Floors – Patty O’Toole

- A. Update on bids – Patty has contacted three (3) contractors and rec’d a bid back from one so far.
 - 1. Portland Floor – Demolition of bathroom/ hallway flooring (down to concrete); \$4573 Club Storage Area and two bathrooms – grinding and sealing \$4216. Committee requested that Patty contact Portland Floor regarding concrete staining in the restroom.
 - 2. J&T Demolition, LLC bid pending
- B. Committee discussed painting the wainscoting. Megan to write up RFB for painting the men’s and women’s locker rooms and submit to same painting contractors.
- C. Jim Gorman indicated that he could obtain permanent drain plugs from his brother, however needed measurements.

6. Restroom signs

- A. Restroom signs in the clubhouse and one in the library building have been changed from “Queens/Kings” to “Men/Women”. Approximate cost: \$18.00.

7. New Business

- A. First Aid Kits for Crown Center and Club House Kitchens – First Aid Kits were purchased by Jim Gorman from Amazon (Rob Peters verbally approved at meeting). Mike will purchase and arrange to have them mounted in the kitchen area. Mike will follow up with Teri regarding Safety Committee and assigned responsibility for maintenance.
- B. Crown Center signage – Discussion of need for Crown Center sign that is viewable from the Crown Center parking lot. Judi Harrison will contact Mike Mathis and inquire if wood shop could make Crown Center sign, obtain quote and move process forward.
- C. Six-month walkthrough evaluation – Mike Ceccanti led a discussion of the need for a semi-annual walk through of KCCA properties to determine issues and budget requirements for future years. Mike Ceccanti will schedule a walkthrough of all properties at a later date.
- D. Workout Room Coat Racks and Grab Bar. – The need to re-hang the coat rack removed during painting as well as adding a a grab bar to one of the walls was identified - Keith Walbridge to follow up to ensure completion
- E. Sliding Door latch in the workout room needs to be replaced – Jim Gorman to follow up to ensure completion
- F. Rob Peters has fabric to donate to recover the workout bench – Nancy Daum will obtain the fabric from Rob Peters and coordinate covering of the bench.
- G. Sign up sheet for vendors to be provided to Jeff for use in his office in addition to the administrative office. Vendors will be required to log in when visiting KCCA facilities.
- H. Jim Gorman reported that he had reversed the stall doors in the clubhouse women’s restroom and added knobs, allowing easier access/exit to the restroom stalls (doors open out and not in after reversal)
- I. Mike Ceccanti reported on the crown center dishwasher. He found that the dishwasher works fine, but the soap dispenser lid is broken and unavailable online. Committee decided no action is needed. Mike Ceccanti will continue to monitor the dishwasher for future replacement if needed.

Next Meeting Monday, March 11, 2024--- 10:00 am Clubhouse Meeting Room



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