



**MINUTES
FACILITIES COMMITTEE**

**Friday, March 20, 2020 at 10:00 A.M.
Virtual Meeting Locations: Webinar & Teleconference**

In accordance with the current State of Emergency and the Governor's Executive Order N-25-20, of March 12, 2020, teleconferencing may be used by directors and appropriate staff members during this meeting.

In lieu of attending the meeting in person, members of the public are strongly encouraged to participate by webinar by using the following link: <https://zoom.us/j/171414369> Participants will need to download the Zoom app on their mobile device.

Members of the public will also be able to participate by telephone, using the following dial in information: Dial in #: (310) 372-7549 Passcode 660448

Those unable to call in are encouraged to submit a Request to Speak in writing to rmason@fallbrookhealth.org. Please include the topic.

1. Call to Order/Roll Call

Chair Bill Leach called the meeting to order at 10:08 a.m. and roll was called.

In attendance: Committee Members: Bill Leach and Barbara Mroz

Executive Director: Rachel Mason

Staff Members: Linda Bannerman and Property Manager: Roy Moosa

2. Public Comments

None

3. Discussion Items

a. Blinds Proposal for 138 S. Brandon Rd. Property from 3 Day Blinds

The proposal submitted by 3 Day Blinds was reviewed. Executive Director Rachel Mason reviewed the rooms in the building covered by the proposal. Discussion ensued. Director Mroz noted that start of the installation will depend on the status of everyone during the COVID-19 pandemic. Director Leach commented positively on the warranty provided.

Recommendation: The Facilities Committee authorized the Executive Director to proceed with the purchase of the blinds since the dollar amount falls within the approval guidelines of the Facilities Committee.

4. Update from Property Manager

Roy Moosa provided the following report:

- Drainage issues for the most part have been resolved at the E. Mission Rd. property. Some minor matters can be easily resolved. Rachel Mason will follow up with the roofing company regarding some rain gutter reattachment on the “school” building.
- The doors on the south side of what had been the church need attention. Following discussion, it was determined to wait until renovation plans are known.
- Eaves have been repaired and painted.

5. Board comments and future agenda items

Director Mroz thanked staff for their added efforts, both to keep the public informed and to accommodate teleconferencing during this time of social distancing due to the COVID-19 pandemic.

Future Facilities Committee meetings will again be scheduled at 10:30 a.m.

6. Adjournment

There being no further business, the meeting was adjourned at 10:24 a.m.



Bill Leach, Chair



Board Secretary/Clerk