

**JSCA Operations Committee**  
**DRAFT Meeting Minutes**  
**November 22, 2007**

**Present:** Mark Scott, Chair; Brian Key, Philip McIlvenna, Ian Upright, Mike Cotter, General Manager.

**1. Approval of Minutes**

Minutes of September 6, 2007 approved.

**2. Selection of 2007/2008 Committee Chair**

Mark Scott was acclaimed as Chair

**3. Second Floor Flooring Replacement**

The Committee reviewed potential flooring products and decided that Altro Designer 25 best meets the JSCA's need for durable, moisture resistant, low maintenance safety flooring. This product has been used successfully in other Vancouver Park Board owned facilities. The colour chosen is a light grey with white, light blue and darker grey specks. The flooring is scheduled to be installed in mid-February. We will get quotes in time for the December 11 Board meeting.

**Motion:**

“To tender the installation of Altro Designer 25 colour D25153 to replace the vinyl flooring on the second floor of the Jericho Sailing Centre.”

Carried

**4. Hand Dryers**

The JSCA has received a complaint from a concerned member regarding the sanitary aspects of hand dryers in our public washroom. There are studies indicating that the hot air produced by hand dryers in combination with a moist environment can promote bacteria growth. The hand dryers were installed to reduce the mess and expense created by paper hand towel use. Paper towels cost the JSCA \$3,400 in 2007. The committee will monitor the situation in the spring as Centre use increases.

**5. Magnetic Door Stops**

The electric installation has been completed and we are still awaiting the parts for the magnetic door stops on fire doors within the building which will allow for improved air circulation in the warmer months.

**6. Launch Ramps**

The committee discussed preventative maintenance to ramp three in addition to anticipated annual maintenance in the spring.

- 7. Alternative Energy Sources**  
The Jericho Sailing Centre Energy Audit Report will be available in January. Park Board building maintenance professionals have told us that the best opportunities for energy savings come from limiting light energy use – fluorescent bulbs, timers and motion sensors; as well as methods of heating hot water. We are expecting the report to make recommendations for future alternative energy use including solar, geothermal, tidal and...wind. The report will be available on our website.
- 8. Long Term Maintenance Planning**  
The committee will be developing a long term maintenance plan and budget projections for items such as roof replacement, large door replacement, compound levelling. A joint meeting with the Planning Committee will be scheduled for 2008 to achieve this purpose.
- 9. Signage**  
A discussion on utilizing fence space for signage and banners promoting the Jericho Sailing Centre, affiliated club programs, family opportunities, etc., almost devolved into a Programs Committee meeting. The JSCA could improve compound aesthetics and promotion at the same time. More work can be done in conjunction with the Programmes Committee.
- 10. Compound Drainage**  
We still have areas in the compound that collect rain water. Brian is aware of a method of filling potholes without asphalt or concrete which the committee will consider at a future meeting.
- 11. Men's Shower Room**  
The committee discussed various methods of suspending wet wetsuits whilst showering without hanging them over the half wall which results in puddles on the change bench. Possibilities include completing the half wall with a Plexiglas panel and hooks or a clothesline.
- 12. Tree Removal**  
The two cedar trees on the south side of the building have overgrown their root beds and could potentially damage our foundation. Plans to remove them this past summer were delayed by the city workers strike. They will be removed when Park Board staff is available.
- 13. Security Cameras**  
The committee discussed the installation of security cameras at the Jericho Sailing Centre as a deterrent to crime. There have been break-ins and many thefts over the years and as security camera systems have become more affordable the committee will revisit this issue. A camera on the main entrance would also allow staff to monitor activity there.

- 14. Garbage/Recycling Compound**  
The Committee discussed the removal and reconfigured construction of the garbage recycling compound this year. The Planning Committee, as part of the JSCA's Compound Development Plan, has called for it to be flush with the south fence just west of the entrance to better facilitate truck access.
- 15. Annual Winter Maintenance Schedule**  
Staff will be going through the building room by room to develop the Annual Winter Maintenance Schedule including a wall repair and painting plan. The compound water has been shut off and the low points flushed to prevent winter freezing from damaging our pipes.
- 16. Storage Compound Clean-up**  
The annual invoice mailing will be used to communicate to members the importance of maintaining their boat and boat spot. In many cases members are storing what appears to be junk under, beside or behind their boats. (In a few cases the junk is their boat). While these may in fact be well meaning projects in various stages of procrastination, (one person's junk is another person's treasure) cumulatively, they give the appearance of a junk yard. Members will be encouraged to make use of the dumpsters brought in for our annual Spring Clean-up workparties starting in February. The members of the Operations Committee will be trolling the compound looking for junk accumulated in storage spots. Members will be notified and given the opportunity to remove the offending refuse. The Committee will also identify any inactive and unseaworthy craft and those members will also be notified. Pictures of offending craft and materials may appear on our website and emailed to the members involved with a request to rectify the situation. The message the committee wishes to get out is that, given our current waiting list for storage, it is not enough for members to simply pay for their storage spot, they must earn it by keeping their boat and their space ship shape. The Committee also intends to redouble their efforts in the annual compound battle versus blackberries.
- 17. Other Business**  
Other items on the Committee's radar for consideration at future meetings include: Gerry's Cove-memorial picnic seating for Gerry Marchand, electrical service upgrade to east end of compound, improved compound and building exterior lighting, rooftop deck cover, plumbing upgrades, exterior painting, additional tall lockers, and new Sailor's Lounge furniture.
- 18. Adjournment**