

**RIVER PLACE EAST
BOARD OF DIRECTORS MEETING
WEDNESDAY, JULY 15, 2009**

Present:	Mr. Hiranya Maru	President
	Mr. Brian Fredericks	Vice-President (arrived at 7:25 p.m.)
	Ms. M.J. Schmelzer	OA Representative
	Mr. Rob Vignato	Secretary
	Mr. Jeff Walyus	Director
	Mr. Harry Lawrence III	Director (arrived at 6:45 p.m.)
	Mr. Leo Sequeira	Treasurer (left at 6:45 p.m.)
Management:	Ms. Cristille Boyd	Building Manager
	Mr. Andre Baker	Administrative Assistant
Others:	Sarah Tyson	Recording Secretary, MBM

I. CALL TO ORDER:

Mr. Maru called the meeting to order at 6:06 p.m.

II. SHAREHOLDER PARTICIPATION:

There was no shareholder participation.

III. APPROVAL OF MINUTES:

MOTION: Ms. Schmelzer moved, Mr. Walyus seconded, to approve the final version of the June 17, 2009 minutes. The motion passed (3-0-2) with Mr. Fredericks and Mr. Walyus abstaining.

IV. OFFICER'S REPORT:

PRESIDENT'S REPORT:

There was nothing to report.

TREASURER'S REPORT:

Financials: Ms. Boyd stated that she had not yet run a variance report. Ms. Boyd stated that the new copier was coded incorrectly and needs to be re-coded. Ms. Boyd stated that she, William, and Andre would like to sit down each week to discuss financials. Mr. Walyus stated that he would look at the financials this weekend. Ms. Boyd stated that she has not had much time to review the financials. Ms. Boyd stated that there were two foreclosures this year and one this month. The one this month has a \$1700 credit.

Mr. Vignato stated that delinquencies should be monitored to see if it could be a possible foreclosure. Ms. Schmelzer asked if Jim Zello had been paid. Ms. Boyd stated that he has not been paid. Mr. Maru stated that the filing has not been seen by the Board. Ms. Boyd will call him first thing tomorrow to receive a copy of the filing so that he can be paid. The Board stated that they would also like a monthly update from Mr. Zello.

OA REPORT:

MANAGEMENT REPORT: Ms. Boyd has discussed splitting the cost of health insurance for Robert with the North building. Ms. Boyd stated that the cost would be about \$1,700 per year and that the two buildings would pay for the insurance.

MOTION: Ms. Schmelzer moved, Mr. Maru seconded, to give Robert health insurance at the rate quoted by the North building with the cost being split with the North building. The motion passed unanimously (5-0-0).

Ms. Boyd stated that he would be covered under the North building's policy.

Ms. Boyd stated that the C&L contracts for the main electric switch work have been approved by the Board. Management is working with the contractors and SAI to set up the schedule for the main electric switch.

Ms. Boyd stated that a new laptop has been purchased for Steve to replace the one that was stolen. The new computer is equipped with a lojack device in the event that it is stolen.

Ms. Boyd stated that the new copier has been delivered. There have been issues with the contractor in getting it networked.

Ms. Boyd would like the next newsletter to go out in October. She asked the Board members to email her topics to be included. She would like to do an 8-page newsletter.

Ms. Boyd stated that the boiler work has been completed.

Ms. Boyd stated that the cooling tower has been cleaned.

Ms. Boyd stated that the Lockinvar boiler is running well.

Ms. Boyd stated that the back-up generator has been repaired.

Ms. Boyd stated that the new air handler motor was installed in May of 2009. Management has requested a proposal from Jim's Electric Motor to replace the bearing in the old air handler motor. Management would then store the motor as a back-up once it is repaired.

Ms. Boyd stated that unit 1143 does not get much cool air due to a convector issue. Ms. Boyd recommends getting a pump inside the riser to see if it will help the issue. She is waiting on a proposal.

Ms. Boyd reported that there have been numerous leaks reported in the building.

- Unit 1131 has a crack in the main drain line, which is the responsibility of the building. Repair work has begun.
- Unit 548 has a main line backup due to a rock being found in the main line drain.
- Unit 1109 has a ruptured main valve, which caused damage to many other units. The damage is the responsibility of the owner.

Ms. Boyd stated that she is having trouble with the new pest control contractor.

Ms. Boyd stated that there is still a bed bug issue in certain units. Ms. Boyd suggested setting up a fine structure for owners who do not comply with bed bug recommendations after the second time. The procedure must be made known in writing to all owners.

Ms. Boyd stated that she received a quote from Professional Abatement Services, Inc. for the removal of asbestos containing ceiling tiles found in the ceiling above the electrical room in the boiler room area.

MOTION: Mr. Maru moved, Mr. Walyus seconded, to approve the proposal from Professional Abatement Services in an amount not to exceed \$9,800 to remove the asbestos in the boiler room. The motion passed unanimously (5-0-0).

ENGINEER'S REPORT: There was nothing to report.

INCIDENT REPORT: There was nothing to report.

V. UNIT SALES:

- Unit 1126 – foreclosure with a credit of \$1,700
- Unit 943 - investor

MOTION: Mr. Maru moved, Mr. Vignato seconded, to approve the sale of units 1126 and 943. The motion passed unanimously (5-0-0).

Mr. Maru suggested consulting Bruce to ask what happens to the \$1,700.

VI. NEW BUSINESS

- a. Remix Carpet from Commercial Carpets: Sean Flannery & Ralph Grove came from Commercial Carpets to speak to the Board. Mr. Maru asked what carpet was recommended. Ms. Boyd stated that the cushion has been approved (as was recommended by Commercial Carpets). The cushion will prevent bunching or

rolling – it will be flat. The warranty is usually 10-15 years. There is a two-year warranty for installation. Mr. Grove stated that if there is any kind of issue that is the fault of the manufacturer Commercial Carpets would deal with the manufacturer. Mr. Flannery stated that something different could be done on the 12th floor if that is wanted. Mr. Grove recommended not doing borders in the corridors because of the narrow hallways. Mr. Maru asked if the quote was in line with the Reserve Study and Ms. Boyd stated that it was over. Mr. Flannery stated that quarter-round would be put back where it currently is. Mr. Grove stated that the carpet that is taken out would be reclaimed. There is a systematic approach to installation. Mr. Grove stated that they try to remove and install an area in the same day - about ½ of a floor per day. Mr. Grove stated that the carpet would be cut-tight to the thresholds of the door. There will be a field supervisor on-site doing quality-checks while the work is being done. Mr. Maru would like a bulleted list of things discussed tonight for the record. Mr. Vignato suggested doing a lighter color in the same pattern with a solid-color border on the 12th floor. Mr. Maru asked about splitting the project in half and doing half in one year and the other half the next year. Mr. Maru asked if there could be any price reduction in the quote, and asked for a quote with a lower price. Mr. Grove stated that they would see what they could do and provide the requested bulleted list. The current proposal is \$160,000 and Mr. Maru would like it to be under \$140,000. There is another quote for \$143,000. Ms. Boyd feels that a cheaper price may come from cheaper installation costs.

b. Election of Officers:

Ms. Schmelzer	OA Rep
Mr. Maru	President
Mr. Vignato	Vice-President
Mr. Walyus	Treasurer
Mr. Lawrence	Secretary
Mr. Fredericks	Director

c. C.A. Lindman Proposal Tuckpointing & Exterior Brick and Mortar Repair 9th and 10th Floor: Ms. Boyd stated that a new proposal has been received from C.A. Lindman that includes sealing. Ms. Boyd stated that she believes this needs to be done.

MOTION: Ms. Schmelzer moved, Mr. Walyus seconded, to approve the C.A. Lindman proposal in an amount not to exceed \$150,000 with the proposal rate reductions. The motion passed unanimously (5-0-0).

Ms. Schmelzer thinks it will require more bricks than estimated based on work done previously. Mr. Maru would like the per unit prices to be negotiated down. Ms. Boyd stated that she has had contractors come out to provide bids for window replacement.

- d. Ms. Schmelzer would like the property insurance to stay with the Joe Rice Company and that Joe Rice make the price adjustments.

MOTION: Mr. Maru moved, Mr. Vignato seconded, to have the property insurance stay with the Joe Rice Company and to have Joe Rice make the price adjustments. The motion passed unanimously (5-0-0).

- e. William Johns: Mr. Maru would like to give Mr. Johns another set of hours to work on accounting. Ms. Boyd stated that she would like to sit down with Mr. Johns to discuss how to get things done. Mr. Fredericks would like Mr. Johns and Management to be in sync.

MOTION: Mr. Maru moved, Mr. Walyus seconded, to let the Treasurer and Ms. Boyd have more authority on how to handle the \$6,000 from Monacan. The motion passed unanimously (5-0-0).

VII. OLD BUSINESS:

- a. New Copier – this item was discussed during the Management report.
- b. Cooling Tower Cleaning – this item was discussed during the Management report.
- c. Smith Boiler #2 and #1 – this item was discussed during the Management report.
- d. Back-up Generator Repair – this item was discussed during the Management report.
- e. Smith Boiler # 3 – this item was discussed during the Management report.
- f. Installation of the Air Handler Motor – this item was discussed during the Management report.
- g. Smith Boilers #2 and #3 – This item was not discussed.
- h. Eddy Current Analysis Results – This item was not discussed.
- i. Bearing Replacement – This item was not discussed.
- j. Major Stop Overhaul – This item was not discussed.

VIII. ACTION ITEMS

- a. Registration Fee Changes – Tabled
- b. Purchase of Storage Space as Opposed to Renting – Tabled
- c. Pharaoh Ant Proposal from Triple “S” – Tabled

IX. EXECUTIVE SESSION

The Board moved into an Executive Session at 7:38 p.m.

The Board came out of Executive Session at 7:55 pm.

Actions Taken in Executive Session:

MOTION: Mr. Vignato moved, Ms. Schmelzer seconded, to approve a 4% salary increase for Andre, Cris, Eddie, and Robert. The motion passed unanimously (6-0-0).

MOTION: Mr. Maru moved, Mr. Vignato seconded, to give Cris and Andre a \$350 bonus in the form of a gift card for delinquency report work. The motion passed unanimously (6-0-0).

The recording secretary was excused at 7:36 pm.

X. NEXT BOARD MEETINGS

Wednesday, August 19, 2009 – Board Meeting
Wednesday, September 16, 2009 – Board Meeting
Wednesday, October 21, 2009 – Board Meeting