

**River Place East  
Board of Directors Meeting  
Thursday, April 27, 2006**

<b>Present:</b>	<b>Mr. Anthony Priest Ms. M.J. Schmelzer Mr. John Curle (late) Mr. Hiranya Maru Mr. Brian Fredericks Mr. Randy Morrow Mr. Darrell Rison</b>	<b>President Secretary Treasurer</b>
<b>Management:</b>	<b>Ms. Carol Brooke</b>	<b>Building Manager</b>
<b>Others:</b>	<b>Mr. Jim Zelloe Ms. Amy Michael Ms. Ellen Flynn</b>	<b>Legal Counsel Recording Secretary Recording Secretary</b>

**I. Call to Order**

Mr. Priest called the meeting to order at 6:10 pm

**II. Approval of Minutes**

Ms. Schmelzer inquired as to whether the electronic voting issue referenced on page 3 of the February 7, 2006 minutes was agreed upon unanimously. Mr. Fredericks explained that this issue pertained to the West Board.

**MOTION: Mr. Fredericks moved, Mr. Maru seconded, to approve the minutes of the February 7, 2006 Board meeting. The motion passed (2-0-4) with Mr. Fredericks and Mr. Maru approving and the remaining members abstaining.**

Mr. Fredericks inquired about the statement under the Accountant's Report on page 2 of the February 28, 2006 minutes. The statement notes that Ms. Brooke reported large increases in electricity bills. Ms. Brooke clarified that this should probably be amended to say gas rather than electricity. Mr. Fredericks agreed.

**MOTION: Mr. Fredericks moved, Ms. Schmelzer seconded, to approve the minutes of the February 28, 2006 Board meeting as amended. The motion carried (6-0-0).**

Mr. Priest suggested moving item 3 on the agenda, Shareholder Participation, to New Business. The Board agreed.

### **III. Election of Officers**

Mr. Priest stated that nominations for President were now open. Mr. Morrow nominated himself; however Mr. Fredericks said that self-nominations are not allowed according to the rules and that someone else had to nominate him. Ms. Schmelzer nominated Mr. Fredericks. Mr. Fredericks accepted the nomination. Mr. Rison nominated Mr. Maru. Mr. Maru accepted the nomination. Mr. Maru nominated Mr. Morrow. Mr. Morrow accepted the nomination.

**MOTION: Ms. Schmelzer moved, Mr. Priest seconded, to close the nominations for Board President. The motion carried (6-0-0).**

Due to the large number of candidates for President (3), the Board agreed to move on to discussion of the property report in Mr. Curle's absence rather than continue with the Election of Officers.

### **IV. Property Reports**

- **Engineer's Report**

Ms. Brooke remarked that the final stage of the Riser Replacement Project began on April 3<sup>rd</sup>. Ms. Brooke also stated that the convector cleaning was in progress and that MES had been hired to embark on this project. Mr. Fredericks inquired about a checklist and Ms. Brooke stated that there is indeed a checklist and it is formatted in both English and Spanish to ensure that contractors fully understand what is expected of them. Ms. Brooke discussed the water intrusion problem with the Board. Ms. Brooke stated that the Management Office is preparing to switch on the Air-Conditioner in the building.

Ms. Schmelzer inquired as to how many risers replacements are remaining. Ms. Brooke said that she would provide the Board with copies of the tracking chart the Management Office has been using. Ms. Brooke also reported that the waterproofing is complete.

Ms. Schmelzer suggested providing the contractors with a letter of appreciation for the outstanding work they have done on the Riser Replacement Project. The Board agreed. Ms. Brooke agreed to have a letter drafted.

- **Manager's Report**

Mr. Fredericks stated that the Natural Gas Contract should have been a Board decision, rather than a management decision.

(Mr. Curle arrived at 6:37 p.m.)

The Board and Management discussed the specifics of the Natural Gas Contract. Mr. Maru questioned the cost of breaking the current contract. Ms. Brooke stated that she would research what the cost of breaking the contract would be if costs decreased. Mr. Fredericks reiterated that all contracts should be dealt with solely by the Board. Ms. Brooke discussed the Financial System Conversion. The Board and Management discussed the issue of Elevator Noise. Ms. Brooke stated that she had met with the elevator technician and is awaiting his findings to determine how to reduce the noise. The Board agreed that Management needs to determine the extent of the noise problem and the number of units affected as part of the follow-up.

## **V. Return to Election of Officers**

Mr. Fredericks won the election for President.

Mr. Fredericks called for the nomination of Vice President. Ms. Schmelzer nominated Mr. Maru. Mr. Maru accepted. Mr. Morrow nominated Mr. Rison. Mr. Rison accepted. Mr. Curle nominated Mr. Morrow. Mr. Morrow won the election for Vice President.

Mr. Fredericks called for the nomination of Secretary. Mr. Maru was nominated by acclamation. Mr. Fredericks called for the nomination of Treasurer. Mr. Curle was nominated by acclamation. Mr. Fredericks called for the nomination of Owners Association Representative. Mr. Fredericks nominated Mr. Morrow. Mr. Morrow accepted. Mr. Maru nominated Mr. Rison. Mr. Rison accepted. Mr. Rison won the election for Owners Association Representative. Ms. Schmelzer asked the Board to consider making Mr. Morrow the alternate for the position of OA Representative. The Board agreed by consensus.

President --	Brian Fredericks
Vice President --	Randy Morrow
Treasurer --	John Curle
Secretary --	Hiranya Maru
OA Representative --	Darrell Rison
Alternate OA Rep --	Randy Morrow

## **VI. Officer's Report**

Mr. Curle reviewed the financials as included in the Board packet. Ms. Brooke highlighted the summary of reserves. The Board reviewed the financial statements and the treasurer answered questions. Ms. Brooke stated that they would be switching their securities account from Wachovia to Capital Securities. The details of the switch to Capital Securities are an action item on the agenda for the upcoming OA meeting. The Board asked that the OA Representative address

the issue of processing parking transfers at the upcoming OA meeting. The Board reviewed the outstanding Accounts Receivable reports.

## **VII. OA Report**

Ms. Schmelzer discussed the entrance area upgrade.

Ms. Brooke stated that the Management Office is preparing to open the pools. Mr. Priest distributed the goals and objectives statement.

## **VIII. President's Report**

The Board agreed to not discuss the entirety of the goals and objectives statement. Mr. Maru suggested coming up with a number system by which to rate the goals and objectives on a 1-5 scale, with 1 being the most important. Mr. Fredericks stated that there should be no surprises on the goals and objectives statement. This will aid the Board in sticking to the agenda.

## **IX. Committee Reports**

Wireless Committee –

Mr. Fredericks and the Board discussed the Wi-Fi contract and the interest from other buildings. Mr. Fredericks agreed to keep the Board updated on any relevant developments. No action is necessary at this time and the Board agreed to continue the discussion.

Windows Committee –

Mr. Priest stated that the Windows Committee has been put on a back burner pending an energy study.

## **X. Approval of Unit Sales**

**MOTION: Mr. Priest moved, Ms. Schmelzer seconded, to approve the sale of units 222, 502, 527, 835, 848, 1011, 1103 and 1135. The motion passed unanimously (7-0-0).**

Ms. Brooke reviewed the transfer agreements. The Board unanimously agreed in favor of passing approval of all Unit Sales with the exception of Unit 546. The approval of unit 546 was deferred to Executive Session.

The Board agreed **BY CONSENSUS** to the transfer of unit 223.

## **XI. Old Business**

The Board discussed the Capital Reserve Study. Mr. Fredericks stated that this is a significant issue and needs to be addressed in terms of which company to go with. Mr. Fredericks stated that the Reserve Study needs to be updated as discussed by the previous Board. The Board discussed Mason and Mason's prior performance. Mr. Fredericks suggested compiling a study that roadmaps what needs to be done over the next few years.

**MOTION: Mr. Priest moved, Mr. Fredericks seconded, to approve the FEA proposal at a cost not to exceed \$10, 000.00. The motion passed unanimously (7-0-0).**

## **XII. New Business**

The Board discussed the Corporation Name Motion and decided to move this discussion to Executive Session.

The Board discussed the storage units allotted for residents. Ms. Brooke stated that the building currently has 239 spaces for 465 units. Ms. Brooke stated that she received a verbal estimate that it will cost roughly \$14, 000.00 to create 236 new spaces. This estimate includes labor and materials. Ms. Schmelzer said it would be useful for future discussion to be able to look at the floor plans of storage proposals. Ms. Schmelzer asked Ms. Brooke to provide floor plans for review at the next Board Meeting. The Board discussed the bicycle storage unit and decided that the bicycle issue will be added to the goals and objectives list. The Board decided to table the floor plan discussion unit the next Board meeting.

Legal Counsel discussed the electronic voting bylaw amendment. Mr. Fredericks explained to the Board how the other buildings proceed. The discussion of the bylaw amendment was deferred until the following Board meeting.

**MOTION: Mr. Priest moved, Mr. Maru seconded, to approve a request made to the Board for an exception to the co-op policy of extending a lease for an unfurnished apartment for under 6 months by Pat Fairman, Landmark Realty, for apartment 837. The motion passed (6-0-1) with Mr. Rison opposing.**

The Board reviewed and discussed the renovation of unit 543 as included in the Board packet.

**MOTION: Mr. Priest moved, Ms. Schmelzer seconded, to approve a renovation request by unit 543 conditional upon the use of licensed contractors. The motion passed (6-1-0) with Mr. Maru abstaining.**

The Board discussed renovations from Unit 502.

**MOTION: Mr. Priest moved, Mr. Morrow seconded, to approve the renovations under the terms that renovations cannot commence until the sale of the unit is complete. The motion passed unanimously (7-0-0).**

The Board discussed the issue of residents and the laundry facility. Ms. Brooke agreed to develop a list of rules that residents should abide by when utilizing the facility. These rules will be posted in the laundry room.

**MOTION: Ms. Schmelzer moved, Mr. Morrow seconded, to adjourn to Executive Session at 8:42 p.m. The motion passed unanimously and the Recording Secretary was released from the meeting.**

### **XIII. Next Meeting**

Mr. Fredericks announced that the next Board meeting will take place on Wednesday, May 17<sup>th</sup> at 6:00 p.m.