

RIVER PLACE EAST HOUSING CORPORATION (RPEHC)
MINUTES FROM THE BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 15, 2021

In Attendance – Board of Directors

- Hassan Al Shazly, President
- Cassondra Crawford, Treasurer
- Nina Yeh, Secretary (Joined at 7:02 p.m.)
- Yasmine Bandali, Director
- Karim Benni, Director

Regrets - Board of Directors

- Pia Duryea, Vice President
- Anthony Priest, Director

In Attendance – Property Management

- Roshell Reneau, General Manager
- Leah Issa, Assistant General Manager

I. Call to Order

The Board of Directors of the River Place East Housing Corporation convened a meeting on Wednesday, September 15, 2021. The meeting was convened using Zoom technology. Board President Al Shazly called the meeting to order at 6:30 p.m.

II. Shareholders' Participation

Questions and comments were not raised during Shareholders' Participation.

III. Approval of Meeting Minutes

The Board of Directors *agreed by unanimous consent to defer approval* of the August 18, 2021 Board of Directors Meeting minutes to allow time for additional review.

IV. Management Report

- A. Structural Survey: In light of the building collapse in Surfside, Florida, Ms. Reneau reached out to other building managers to determine if they had a structural survey conducted. None of those buildings had such a survey completed. In the absence of a few Board members, those Board members in attendance *agreed by unanimous consent to defer a decision* concerning the matter. *In the meantime, Ms. Reneau will recirculate the proposal.*
- B. Reserve Study Update: Ms. Reneau uploaded the reserve study report to Dropbox. The Board of Directors *agreed by unanimous consent to defer a decision* concerning this matter to allow greater time for review; *and to invite the reserve engineering firm to attend the next Board Meeting to answer questions.* In the meantime, a discussion was held regarding upcoming reserve projects. *After a request from Ms. Bandali, Ms. Reneau will release the results of the latest monthly water test to Board members for review.*

V. Treasurer's Report

Ms. Issa displayed the July 2021 financial reports. Ms. Crawford inquired about the higher than usual total for "Overtime Pay". Ms. Reneau explained the charges were for Mr. Fernando Vasquez working overtime seven days straight prior to a part-time person being hired; and for additional concierge coverage being obtained when people called out of work.

Ms. Crawford also requested an update regarding Waste Management. Ms. Reneau explained a termination letter was sent to Waste Management, who indicated River Place East would be served with liquidation damages of up to \$80,000 if the termination effort proceeds. Guidance was sought from the attorney for River Place East, and she informed management that River Place East could not get out of the contract.

Ms. Crawford also inquired about the status of the audited financial statements. Ms. Reneau stated the 2019 and 2020 financial audits are in a draft state, and have not yet been finalized. The latest final audit the cooperative has was for the 2018 fiscal year.

VI. Owners Association (OA) Report

In the absence of Anthony Priest, Mr. Al Shazly reported Mr. Priest was able to work out the terms of a new lease with Landmark Realty. The contract is being finalized with the understanding that a reduced amount of space will be provided to Landmark.

VII. Committee Reports

A. Land Lease Committee: Ms. Crawford reported a committee meeting was recently held when a presentation was offered concerning the land lease. She can share the meeting recording with shareholders upon request. Each River Place building is able to appoint up to three persons to serve on the Land Lease Committee. Therefore, anyone who is interested in serving on the committee to represent River Place East should contact Ms. Crawford.

(Ms. Yeh joined the meeting at 7:02 p.m. in the midst of the “Smoking Committee” discussions below.)

B. Smoking Committee:

1. The cooperative’s rules and regulations do not currently indicate fines can be assessed for smoking violations. Therefore, a resident who was recently fined for smoking too close to the building’s entrance (less than 25-feet from the entrance) is contesting the fine that was assessed against them. Following a Board discussion, Mr. Benni ***moved*** to adopt and enforce a River Place Smoke Free Policy, effective immediately. The first violation will require the sending of a documented communication to the violator. The second violation by the same person will incur a fine of \$250. All subsequent violations by the same individual will incur a fine that increases by \$50 for each occurrence (\$300, \$350, \$400, etc.). Ms. Yeh ***seconded***, and the motion carried unanimously (5-0-0). ***Management will ensure a distance of 25-feet from the building is measured and clearly marked, as persons are not allowed to smoke within 25-feet of the building; and will move the ashtrays the appropriate distance from the building.***
2. Ms. Reneau shared the results of the smoking survey. A total of 295 people responded to the survey. Of that number, about 96% would like to ban smoking on the River Place East property. In order to move forward with the effort, a vote of the ownership would have to be conducted to revise the bylaws to designate River Place East as a “smoke free” building. ***Management will share the results of the smoking survey; and Ms. Yeh will work with management to draft a notice on smoking that shareholders can include with their leases going forward.***

VIII. New Business

A. Stock Sales and Transfers: ***Ms. Reneau will verify the lender for the sale of Unit 616.***

B. Cease and Desist Notice: The cooperative’s attorney has sent a Cease and Desist notice to a shareholder and their renter in response to various reported incidents. The Board of Directors further discussed this matter as a topic of Executive Session.

C. Security Cameras: The Board of Directors is considering an increase in the number of video cameras on the property, as well as upgrading the video surveillance system for a combined cost of \$30,000. ***Ms. Reneau will work on obtaining proposals from a minimum of three companies to perform these tasks (to include cameras with audio capability).***

- D. Starry Internet: Representatives from Starry Internet would like to visit the building to offer their high speed Internet to residents. ***Ms. Reneau will send out information before Friday, September 17th to Board members for review in preparation for voting on the matter during their next meeting.***
- E. Kudos: Mr. Benni thanked Ms. Reneau and Ms. Issa for their assistance with a recent air conditioning issue in his unit. Board members expressed appreciation for the management team and their work.

IX. Adjournment

With no other business brought forward, the September 15, 2021 Board of Directors meeting was adjourned at 8:10 p.m.

The initial draft of these minutes was respectfully submitted by:

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