

RIVER PLACE EAST HOUSING CORPORATION (RPEHC)

MINUTES FROM THE BOARD OF DIRECTORS MEETING

WEDNESDAY, MAY 18, 2022

In Attendance – Board of Directors

- Anthony Priest, President
- Hassan Al Shazly, Vice President
- Cassondra Crawford, Treasurer
- Nina Yeh, Secretary and OA Representative
- Karim Benni, Director
- Patricia Fairman, Director

Regrets - Board of Directors

- Anand Hemraj, 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 an Open Meeting on Wednesday, May 18, 2022. The meeting was convened using Zoom technology. Board President Anthony Priest called the meeting to order at 6:39 p.m.

II. Shareholders' Participation

Management and the Board of Directors responded to questions and comments raised by shareholders:

- Inquiring into the status of the Lutheran College units. ***The Board will report back to residents once they have more information concerning the matter.***
- Asking about the timeframe for addressing the Unit 1209 windows.
- Inquiring into the status of the ceiling tile remodeling.
- Asking whether shareholders are allowed to be present for the entire Board Meeting.
- Seeing clarity about whether emotional support animals are allowed in the building.
- Inquiring why the Association levies fines over \$50 when the Virginia Real Estate Cooperative Law prohibits fines over \$50. ***Mr. Priest stated he will consult the Association's attorney concerning the matter, and will report back to the inquiring shareholder via email.***
- Expressing concern that emotional support animals are not task trained service animals, and would like the cooperative not to operate with such leniency concerning the matter. ***Mr. Priest offered to consult with the Association's attorney regarding the matter.***

III. Approval of Meeting Minutes

Mr. Al Shazly ***moved*** to approve the April 20, 2022 Board of Directors Meeting minutes as amended. Mr. Benni ***seconded***, and the motion carried unanimously.

IV. President's Report

A. Arrears Policy & Process: The Board of Directors ***agreed by unanimous consent*** to move this matter to Executive Session.

V. Management Report

A. Cooling Tower Shipment Date: Densel Company reported shipment of the cooling tower has been delayed from the original estimate of late-May 2022, and is now scheduled to arrive in mid-June 2022.

B. East Loading Dock Door: The East loading dock door was pulled from its hinge and had to be repaired. The door was unsecured for approximately two days, but has since been fixed. There are cameras on the inside of the loading dock area and on the inside of the building. However, the exterior cameras in that area are managed by the Owners Association, and are currently down. The OA is awaiting bids for their replacement.

VI. Treasurer's Report

As of March 30, 2022, the cooperative's reserves totaled \$735,508. The cooperative ended the month of March with a year-to-date variance of \$16,300, primarily due to personnel costs. The biggest expenses for March 2022 included Personnel, Concierge, and Janitorial Staff.

The antenna was removed in February 2022. AT&T will bring in a 5G antenna as a replacement. River Place East did not receive income for the month of February for the antenna rental. However, management will reach out to AT&T, as AT&T is still renting the space even when the antenna is not functioning.

VII. Committee Reports

- A. Smoking Committee: Ms. Yeh ***moved*** to disallow all smoking within the building and within 25 feet of the exterior of the building. The ban will include all forms of smoking, including marijuana, tobacco, and cigars. Specific details will be recommended by the Smoking Committee, and will later be voted on by the Board of Directors. Mr. Benni ***seconded***, and the motion carried unanimously.
- B. Land Lease Committee: Mr. Priest reported the committee met during the month of April 2022, and is continuing their work to diligently identify options and next steps.
- C. Lobby Committee: Mr. Benni suggested that the lobby project, which was put on hold due to the pandemic, should remain on hold due to increased labor costs. The Lobby Committee will revisit this issue in August with a new timeline and new cost estimates. Ms. Yeh recommended looking into installing the same style of doors that are now used to prevent piggybacking in the River Place West atrium. ***Ms. Reneau will reach out to the Manager of River Place West to get information about the new doors.***
- D. Windows Committee: The committee has not yet met, and is still in the preliminary phase of gathering information for the windows project. The Windows Committee is scheduled to meet during the week of May 23rd, and will provide an update to the Board of Directors in July.
- E. Maintenance Cleanliness Committee: Several owners have indicated interest in serving on this committee. ***Management will send out a form to provide more information about the committee's responsibilities.***
- F. Owners Association (OA): Ms. Yeh reported the following information:
 1. Ms. Yeh plans to raise security issues such as the non-functioning camera in front of the building during the upcoming OA meeting, as the cooperative has recently experienced issues with non-residents entering the building and vandalizing.
 2. With the surge in Uber, Lyft, and delivery drivers on the property, it has been noted that drivers are having a difficult time identifying the building since there is not a light beneath the awning to illuminate the building numbers. ***Increased signage would help reduce the amount of traffic in the circle, and Ms. Yeh plans to inquire what can be done about this issue.***
 3. Ms. Reneau explained that a new location has been selected for the dog waste station, as dog waste is commonly seen in that area. Ms. Yeh recommended considering a fine for residents who do not clean up after their pets.
 4. Mr. Priest requested that Ms. Yeh discuss a policy regarding trespassing, and banning people from the property which would make it easier for managers to know what should be done when such issues arise. ***Ms. Yeh will inquire whether there can be an increased security presence after hours, and will investigate why management has not recently received security patrol reports.***

VIII. Old Business

- A. Inaudible Proposal: Mr. Priest requested a proposal from _____ to be put up for consideration during the next Board of Directors Meeting. Mr. Priest ***moved*** that this matter be deferred for further discussion during the next Board Meeting. Mr. Benni ***seconded***, and the motion carried unanimously.
- B. Wheelchair Ramp: Mr. Al Shazly took measurements and determined it will not be possible to install a wheelchair accessible ramp in the lobby unless the entire lobby is redesigned. A lift could be installed. However, there are liability issues involved with mechanical lifts, and they are significantly over the lobby redesign budget. Mr. Benni recommended improving the loading dock area and installing a ramp in that area instead, which would allow those using the ramp the same type of experience as those entering through the lobby. Mr. Priest indicated that research into the wheelchair accessible ramp or lift will now be included in the Lobby Committee's responsibilities.

IX. New Business

No matters of New Business were raised.

X. Adjournment

The May 18, 2022 Board of Directors Meeting adjourned to Executive Session at 7:59 p.m.

The initial draft of these minutes was respectfully submitted by:

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