

**River Place East  
Board of Directors Meeting  
Wednesday, June 20, 2007**

<b>Present:</b>	Mr. Brian Fredericks	President
	Mr. Hiranya Maru	Secretary
	Mr. Jeff Walyus	OA Representative
	Ms. M. J. Schmelzer	Director
	Mr. Leo Sequeira	Director
	Mr. Saleem Malik	Director
<b>Others</b>		
<b>Present:</b>	<b>Mr. Harry Lawrence</b>	Director
	<b>Arrived at 7:27PM</b>	
<b>Management:</b>	Ms. Carol Brooke	Building Manager
<b>Others:</b>	Edye Lewis, Recording Secretary	Minute-By-Minute
	Three (3) Residents	

**I. CALL TO ORDER:**

Mr. Fredericks called the meeting to order at 6:00 P.M.

**II. SHAREHOLDER PARTICIPATION:**

Shareholder #326 inquired about the building security. Mr. Fredericks will place this matter on the agenda to discuss in tonight's meeting. Shareholder also inquired about the status of the Bedbugs to which Mr. Fredericks advised he would make sure to provide information about the bedbug issue in the Association newsletter or website.

The shareholders of units #222 & #804 were in attendance to observe the Board meeting process.

Verizon FIOS Representative scheduled to speak at this time but not at meeting yet. Board carried on with the agenda until his arrival.

**III: APPROVAL OF MINUTES:**

**MOTION: Ms. Schmelzer moved, Mr. Maru seconded, to approve the Board of Directors meeting of May 16, 2007. The motion passed (6-0-1) with Mr. Walyus abstaining.**

**IV. OFFICER'S REPORTS:**

Mr. Fredericks reviewed report provided electronically to the Board members and advised any questions will be addressed in Executive Session. Mr. Fredericks reviewed the agenda with Board and added Building security to New Business under the agenda.

**MOTION: Mr. Sequeira moved, Mr. Maru seconded, to approve the amended agenda adding Building security as item "G" under "New Business". The motion passed unanimously (7-0-0).**

**V. TREASURER'S REPORT:**

Mr. Sequeira reviewed the Variance Report with the Board. Mr. Fredericks had questions on the Unit Repairs regarding the odor stop efforts and why this was needed as the convectors and riser have been repaired. Ms. Brookes advised some of the units are older and the contractors used did not repair convectors properly. The delinquency report indicates small items that are adding up. Mr. Fredericks want to make sure procedures are in place to address delinquent accounts over ninety (90) days.

**VI. OA REPORT:**

Ms. Schmelzer reviewed the OA report and advised the garage restoration is going well. The South Building is looking at FIOS like the East Building. OA is working on making sure lighting is sufficient in all areas. Mr. Fredericks addressed an email regarding the Association Pool Party and the amount of money projected for this event. Each building is to contribute \$5,000.00 for the party. After discussion, Board tabled this item for further discussion at later date.

**VII. MANAGEMENT REPORT:**

Ms. Brooke reviewed the Management report with the Board and addressed the ongoing balcony project. The Photo ID machine has broken again and Board suggested the OA should handle this matter and keep the Board posted on this situation. Ms. Brooke advised she has had to deter contractors that have been requesting access to the roof. Board agrees with the precaution methods she is using. The owner and tenants are complying with the bedbug extermination and management is committed to getting this issue under control. The loading docks signs are posted and the loading area looks nice and professional.

**Engineering Report**

Ms. Brooke reported the Densel would like to monitor the EMS alarm system for a charge of \$800.00 per year. The Board felt this service should have been included in the contract, last year, when we bought the original EMS system. The Board decided they will table this issue, and are waiting for more information from Denzel, about the specifics of the system.

**VIII: APPROVAL OF UNIT SALES:**

Mr. Fredericks discussed the transfer of Units # 541, 747, 825 and #1117.

**Motion: Ms. Schmelzer moved, Mr. Sequeira seconded, to approve the sale of Units 541, 747, 825 and #1117. The motion passed unanimously. (7-0-0)**

**IX: VERIZON FIOS PRESENTATION:**

Mr. Tracey King of Verizon provided sample FIOS equipment and demonstrated how the equipment would be installed in the building and units. Upon installation, a Verizon technician will install FIOS throughout the building and inside units they can access during installation. They will provide enough line slack and the Backboard for units that are not accessible during the installation. There is no cost for installation at this time. Installation will take approximately 120 days for entire building. Verizon will contact Ms. Brooke to set up an appointment for installation next week.

**X. OLD BUSINESS:**

**Board Goals:**

No discussion was made regarding Board goals.

**Newsletter:**

This matter will be discussed at the end of July, 2007.

**Penthouse heat pumps status:**

Ms. Brooke advised the installation of exterior for units 1205 and 1206 has started. The third unit installation has not started. The parts are on site and Johnson Controls will begin work tomorrow.

**Homeco Flooring:**

Mr. Fredericks stated Homeco Flooring requested additional wording in the contract that has been offered. There is still information needed to make a decision and this matter has been tabled for further discussion.

**Elevator Repairs:**

Mr. Fredericks advised the elevator repairs will begin on July 30, 2007.

**Lobby Redecorations:**

Mr. Fredericks asked that the Board continue to make efforts to move along on the Lobby redecorations and not let this matter drag on.

**XI. NEW BUSINESS:**

**Sprint Contract revisions:**

Mr. Fredericks advised that Sprint wants to place three (3) more antennas upstairs. Mr. Maru will work on this issue with Sprint and provide status to Ms. Brooke.

**PDS Contract revisions:**

Mr. Fredericks advised PDS does not have a copy of the Association's contract and has requested a clean copy with same conditions. The Board gave Ms. Brooke authority to sign the current contract and provide to PDS.

**Canopy Cleaning:**

Mr. Fredericks reported that the canopy in front of the building has been cleaned, but still does not look attractive. Unit 648 has suggested Astro Turf. The Board advised every effort should be made to keep the canopy cleaned, but will not change the canopy.

**Balcony Repairs:**

Mr. Fredericks provided a report on the bids for the Balcony Repairs. Three proposals have been submitted: Envirotech Chemical, Inc for \$250,000.00, Concrete Protection & Restoration for \$919,080.00 and The Atlantic Company of America for \$1,015,000.00. The proposal includes water-proofing, repairing concrete and removes coverings on railing. Railings needing repair can be replaced for additional cost. The repairs will take forty-five (45) days per building and may affect the parking and a dumpster will be in use.

**MOTION: Mr. Sequeira moved, Ms. Schmelzer seconded, to approve the proposal from Envirotech Chemical, Inc. at a cost of \$250,000.00 for the balcony repairs. The motion passed unanimously (7-0-0).**

**Investment firm changes:**

Mr. Sequeira discussed replacement of the Association investment firm. Investment firms being considered are Adrian Edwards, Schwabb, Wachovia and Merrell Lynch. The characteristics of the investment firms should show that they provide good customer service, are reputable, offer a single point of contact and are pro-active. Mr. Sequeira felt Merrell Lynch met these characteristics.

**MOTION: Mr. Sequeira moved, Mr. Maru seconded, to replace the current Association investment firm with Merrell Lynch. The motion passed unanimously (7-0-0).**

**Security Issue:**

Mr. Fredericks addressed the issue of the front door being left open after hours. After 10:00 PM this is an OA issue. Doors that are being left opened should be noted by the security checks. When residents see that doors are being left open, they are to report this to Ms. Brooke. Management is to provide updates on this issue and discuss further with OA.

**Rules and Regulations:**

Ms. Brooke provided the rules and regulations updates to the Board and advised the most critical issue is the pest control policy procedures. The procedure has been revised and will be included in the Association newsletter and website.

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**MOTION: Mr. Sequeira moved, Mr. Maru seconded, to approve the updated Rules and Regulations to include the revised pest control policy procedures. The motion passed unanimously (7-0-0).**

**XII. EXECUTIVE SESSION:**

The Board agreed **BY CONSENSUS** to move into an Executive Session at 8:58 p.m.

*At which time the Recording Secretary was excused.*