

FINAL

**RIVER PLACE EAST  
BOARD OF DIRECTORS MEETING**

**WEDNESDAY, DECEMBER 18, 2013**

<b>Present:</b>	Mr. Jeff Walyus	Treasurer
	Mr. Harry Lawrence III	Secretary
	Ms. M.J. Schmelzer	Director
<b>Not Present:</b>	Mr. Hiranya Maru	President
	Mr. Rob Vignato	Vice President and OA Representative
	Mr. Brian Fredericks	Director
	Ms. Carol Jackson	Director
<b>Management:</b>	Mr. Andre Baker	Building Manager
<b>Others:</b>	Sarah Tyson	Recording Secretary

**I. CALL TO ORDER:**

The meeting was called to order at 6:30 p.m. without a quorum.

**II. SHAREHOLDER PARTICIPATION:**

There was no shareholder participation.

**III. APPROVAL OF MINUTES:**

The minutes were not discussed due to the lack of quorum.

**IV. OFFICER'S REPORT:**

**PRESIDENT'S REPORT:**

There was no report.

**TREASURER'S REPORT:**

There was no report.

**OA REPORT:**

There was no report.

## MANAGEMENT REPORT:

Mr. Baker provided a written report for the Board and commented on the following:

- RPE Beautification: The Board went to look at the West Building after the last Board meeting. The entrance has been enhanced based on that visit: the interior of the awning has been painted and lights have been added. There are also now rocks by the HVAC area. The basement has also been painted. Mr. Baker is working to get the elevators painted. Mr. Baker also met with an interior designer, Ms. Garcia. She had a variety of ideas for the building. One of her ideas is to enhance the retro feel of the building and make the lobby a mixture of old and new. She proposed a one year contract: three months to order supplies, three months to set things up and make sure everything is just right, three months thereafter to maintain and keep up with the seasons and then another three months to guarantee that everything is liked. She also looked at the mailroom and she had many ideas including the use of some sort of multimedia to disseminate building information. Ms. Schmelzer stated that the new Rosslyn BID director would like to redo the branding of Rosslyn. They may look into Apps to give deals for restaurants, the Artisphere, etc. They would like to do more outreach to the community and get them going out and dining in Rosslyn. They will give the Board a proposal by the January meeting.
- The boilers were inspected and passed.
- The fire extinguisher inspection was completed.
- The elevator inspection has been postponed to Friday, December 20<sup>th</sup>.
- Holiday Party: the party is Friday, December 20<sup>th</sup>, and Santa will be attending.
- There is a leak in the chicken wire storage space. The leak had not been fixed yet because the heat has to be cut off in order to repair the leak. It is supposed to be warm this weekend, so we are hoping to have the repair done on Friday when it is supposed to be 60 degrees. There has not been any damage to anything in the storage area.
- The transfer to Merrill Lynch is complete. There should be a balance of \$1.6 million in the Reserves by the end of the fiscal year (there is currently \$1,000,000 in the Reserves). Mr. Lawrence stated that the office should be redone with the lobby. He would like to have the designer look at the office, and the Board agreed.
- Report of bed bugs in a unit. An exterminator came in but did not find anything.
- Window project: we are moving forward with the interested unit owners of the penthouse units. A meeting was held last week with interested shareholders and Hi Rise Windows.
- The new River Place signage will be put up on Monday, December 23<sup>rd</sup>. All of the signs on the property will be updated and uniform.
- The tuck pointing contractors will be coming to speak to the Board about the work to begin in the Spring.
- Mr. Baker will be on vacation for two weeks starting this Monday.
- The Comcast issue is still unsettled. We have not asked Comcast to come and remove their equipment. We have started to stop all of the installations for Comcast; if they come to the building we are getting their information and turning them away. Ms. Schmelzer brought up the point that what if a resident wants to switch cable providers. She further said that the real complaint is with Comcast's subcontractors and that is the issue that

needs to be dealt with. Mr. Baker will be meeting with Comcast's District Manager tomorrow, and he will be bringing a crew to repair the damage that has occurred. Ms. Schmelzer stated that she believes that this is a disservice to the residents of the building and that installation should still be occurring. She stated that the entire Board should be involved in decisions of this magnitude. The other Board members present agreed.

**ENGINEERS REPORT:**

There was no report.

**INCIDENT REPORT:**

There was no report.

**FINANCIALS:**

**V. ACTION ITEMS**

There were no Action Items.

**VI. NEW BUSINESS**

- Employee Bonuses – Reaffirmation

The Board informed Mr. Baker that the slate of proposed bonuses was approved by all Board members.

**VI. UNIT TRANSFERS:**

There were no Unit transfers.

**VII. OLD BUSINESS**

There was no Old Business.

**IX. NEXT BOARD MEETINGS**

January 15, 2014 – Regular Board Meeting  
February 19, 2014 – Regular Board Meeting  
March 26, 2014 – Annual Meeting

*The recording secretary was excused at 7:05 pm.*