

**MINUTES OF THE
RIVER PLACE EAST HOUSING COOPERATIVE**

2013 ANNUAL MEETING

March 28, 2013

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| Directors Present: | Mr. Hiranya Maru | President |
| | Mr. Rob Vignato | Vice-President |
| | Mr. Jeff Walyus | Treasurer |
| | Ms. M.J. Schmelzer | OA Representative |
| | Mr. Brian Fredericks | Director |
| | Ms. Carole Jackson | Director |
| Directors Not Present: | Mr. Harry Lawrence III | Secretary |
| Management: | Mr. Andre Baker | Building Manager |
| Others: | Chris Collins | Recording Secretary, MBM |

I. CALL TO ORDER:

Mr. Maru called the 2013 Annual Meeting to order at 6:02 p.m.

II. ROLL CALL AND ASCERTAINMENT OF A QUORUM:

Mr. Maru stated that there was a quorum.

III. PROOF OF NOTICE OF MEETING

Mr. Maru stated that the letter advising the shareholders of the Annual Meeting was sent through the mail on March 4, 2013.

IV. APPROVAL OF 2012 ANNUAL MEETING MINUTES:

MOTION: A shareholder moved, another shareholder seconded, to waive the reading of the 2012 Annual Meeting minutes and approve the 2012 Annual Meeting minutes as presented. The motion passed by acclamation.

V. INTRODUCTION

Mr. Maru introduced the Board members to the shareholders.

VI. OFFICER'S REPORTS

President: Mr. Maru welcomed everyone to the meeting. He thanked the Board, Mr. Baker, and his staff for their service. He then discussed the window project. The project, contracted with High Rise, will be starting at the end of April. Flyers will go out to all residents during the next 3 - 4 weeks with information about the project. The windows will be bronze in color and will be installed from the outside. The windows are double-paned, insulated and will help reduce sound and drafts. There is an expected reduction in utility costs due to the new windows. The work time for installation will be between the hours of 8:30 a.m. and 4:30 p.m. Ten windows will be installed per day.

Mr. Maru stated that vertical blinds will not be able to be rehung at installation due to the thickness of the new window. Horizontal blinds will be available for purchase and will be installed when the window is installed.

A resident inquired about the 12th floor windows. Ms. Schmelzer responded that there is not a plan yet for those windows but suggested that the residents of the 12th floor discuss options.

Mr. Maru and Mr. Vignato discussed potential projects for the next 12 - 18 months:

- Entrance canopy and awning replacement
- Exterior brick and mortar work
- Exterior door replacements
- Exterior elevator cab refurbishment
- Doorway painting
- Doorknobs and knockers
- Lobby renovations
- Lobby floors
- Sliding entrance doors
- New key access
- Re-facing of mailboxes
- Installation of an ATM in the lobby

Treasurer: Mr. Walyus stated that there will be an assessment increase of 1%. He stated that the assessment is the lowest of all of the buildings. He reported that the Association came in under budget for the past year and that HVAC expenses were lower than projected. Expenses for gas, water and electric also came in lower than expected. The audit will get underway in late spring/early summer.

Owners Association Representative: Ms. Schmelzer commented on the following:

- 2nd Annual Easter egg hunt will take place on Saturday, March 30th from 2:00 p.m. to 3:30 p.m. at the new playground
- Staff has undergone training on professionalism and customer service
- The Potomac Interceptor Project is a year over schedule. Parking should be freed up when the project is completed
- An update of the gym facilities in the entertainment center is being planned

VII. ELECTION RESULTS

Mr. Maru and Ms. Schmelzer were re-elected to the Board. Mr. Maru thanked the League of Women Voters for their assistance with the election.

VIII. ADJOURNMENT:

MOTION: A resident moved, another resident seconded, to adjourn the 2013 Annual Meeting at 7:32 p.m. The motion passed by acclamation.