

FINAL

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING

September 15, 2009
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. CALL TO ORDER: President Hashmat Ali called the meeting to order at 6:05 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Andrew Spell, Treasurer [late]
Ms. Jennifer Pitz, Secretary
Mr. Don Nachtwey, OA Representative
Mr. Robert Turman, Director

Directors Absent: Mr. Raymond Miller, Vice President
Mr. Troy Dibley, Director

Management: Mr. Francisco Foschi, Building Manager
Ms. Daisy Zambrano, Assistant Manager

II. RESIDENT PARTICIPATION: None

III. APPROVAL OF AGENDA:

MOTION: Ms. Pitz moved, Mr. Nachtwey seconded, to approve the agenda as written. The motion passed unanimously (4-0-0).

[Mr. Spell arrived at 6:10 p.m.]

IV. APPROVAL OF MINUTES:

MOTION: Ms. Pitz moved, Mr. Spell seconded, to approve the Minutes of August 18, 2009 as amended. The motion passed (4-0-1) with Mr. Nachtwey abstaining.

V. REPORTS:

A. President: Mr. Ali suggested that the front desk staff get more training on the printer. He also said that the lobby door was still not working properly. Mr. Foschi replied that the door has been adjusted and will have to be replaced eventually. Mr. Ali said that other providers of WiFi should be contacted to get more cost effective and better service. Mr. Foschi said he was waiting for proposals from two additional companies. He also said that Single Digits does not follow up on complaints. Mr. Spell suggested asking Single Digits to email the work ticket number to get more efficient follow up. Mr. Ali then thanked the team working on the L-3 project.

Minute-By-Minute

ACTION 1: Mr. Foschi will ask Single Digits for a ticket number for work.

B. Treasurer: Referring the Board to the financial report, Mr. Spell said that the operating account balance was \$60,144 but that he wanted to keep it at \$50,000. He also said that replacement reserves were at about \$1.5 million but that contributions were behind by one payment. Mr. Foschi said that the last \$50,000 was in the wrong place. He then explained the Variance Report.

August 2009 variance Report

Income variance report over \$1000

Also includes notes on possible trends

Includes Month to Date (MTD) and Year to Date (YTD)

	MTD Current/Budget YTD Current/Budget Will Round	FAVORABLE/(UNFAVORABLE)
Operating Assessments	MTD 130 K/ 136K YTD 558 K/ 547K	(6 K) Assessments.YTD on track.
Income L-4	MTD 0.150 K/ 2.5 K YTD 4.2 K/10K	(2.5k) Payment recording in September 1 st /09. Will reflect next month statement
Federal Income Tax	MTD 2 K/ 0 K YTD 9 K/ 4 K	(2 K)- Income Tax by Goldklang C.
Elevators	MTD 2.2 K/ 1.1 K YTD 5.5 K/ 4.4K	(1 K) – Two months paid on August.
Gas	YTD 4.8 K/ 6.2 K YTD 29 K/ 25K	1 K- Monthly savings.
Electricity	MTD 21 K/ 28 K YTD 80 K/ 90 K	6.8 K- Savings.
Water/Sewer	MTD 14 K/ 11K YTD 54 K/ 35 K	(2.9 K) – Consumption increase.

Mr. Foschi also said that delinquencies were about \$6,000 with some checks still coming in.

C. OA Report: Mr. Nachtwey said that Blue Army was causing problems for patrols. Mr. Ali suggested sending a courtesy letter giving an advanced warning that vehicles parked by the back gate will be booted.

ACTION 2: Mr. Foschi will draft a courtesy letter to Blue Army for Board approval.

Mr. Nachtwey added that buildings should notify the OA at least 2 - 3 days in advance when vehicles are moved. He also said that the OA will communicate and coordinate better next time. Mr. Foschi said that residents should be encouraged to register their vehicles with the parking office. Mr. Spell suggested issuing a registration sticker every year, but Mr. Nachtwey said it would be a problem for short-term residents and some investors. Turning to lenders, he then said that River Place could start its own fund to become a mortgage lender. However, he said, they would need professional management. Mr. Spell said that the bylaws permit a percentage of the reserves to be invested in River Place North. Mr. Nachtwey said it was suggested that George Mason University could be brought in to explore the idea and work on structure. In terms of the WP garage repairs, Mr. Nachtwey said they were scheduled to begin in February. He also said that warrantee work would be done on the MP garage which will also be painted. The OA Board, he said, was comparing 3 proposals for insurance and will decide at the next meeting on October 5th. He also said that the Board was considering plans without circuit breakers as a requirement that would allow buildings to do the work themselves without time constraints.

D. RPN Unit Renovation Contest Committee: Ms. Pitz said the committee met two weeks ago and discussed how judges would evaluate the contest. She said that pictures will be posted on the website and judges will do a walk through.

E. Manager's Report:

1. Canopy Repairs: Mr. Foschi said the new canopy would take 4 weeks to arrive. Mr. Spell suggested not taking down the old one until the replacement is ready to be installed.

F. Engineer's Report: Mr. Foschi referred the Board to the spreadsheet. Mr. Spell said he had trouble telling if the work was done and suggested adding another column.

ACTION 3: Mr. Foschi will add a column to the spreadsheet to indicate if work has been completed and prioritize projects.

VI. NEW BUSINESS: There was no New Business to discuss.

VII. OLD BUSINESS:

A. Exterior Brick Repair: Mr. Ali said the work was moving along satisfactorily.

B. L-3 Proposal: Ms. Pitz said that Rev. Bradshaw was waiting for 1 more permit from Arlington County for daycare. She also said that of the 3 prospective renters, the one with the first check will get the space.

C. Trash Corral: Mr. Foschi said that he was trying to get ideas and at the next meeting he will have pictures.

VIII. ADJOURNMENT:

MOTION: Mr. Nachtwey moved, Ms. Pitz seconded, to adjourn the meeting at 7:36 p.m. The motion passed unanimously (5-0-0).

SUBMISSION OF MINUTES

Barbara Seaman,
Recording Secretary

Approved by:

Jennifer Pitz, Secretary
River Place North
Housing Corporation

ACTIONS TAKEN BY THE BOARD

MOTION: Ms. Pitz moved, Mr. Nachtwey seconded, to approve the agenda as written. The motion passed unanimously (4-0-0).

MOTION: Ms. Pitz moved, Mr. Spell seconded, to approve the Minutes of August 18, 2009 as amended. The motion passed (4-0-1) with Mr. Nachtwey abstaining.

ACTION 1: Mr. Foschi will ask Single Digits for a ticket number for work.

ACTION 2: Mr. Foschi will draft a courtesy letter to Blue Army for Board approval.

ACTION 3: Mr. Foschi will add a column to the spreadsheet to indicate if work has been completed and prioritize projects.

ACTIONS NOT COMPLETED

ACTION 3: Mr. Spell and Mr. Dibley will continue to investigate how to pay for circuit breakers.

ACTION 4: The new insurance proposal will be sent to Mr. Spell and Mr. Dibley.

ACTION 5: The process under consideration by the South building will be sent to Mr. Spell and Mr. Dibley and the proposals for installing circuit breakers that have been submitted will be sent to the building engineer.

ACTION 6: Mr. Spell, Ms. Pitz, Mr. Foschi, and the building engineer will look at the L-3 space to identify the required work and costs.

ACTION 10: Mr. Foschi will look into potential vendors with suggested solutions for the trash corral.