

FINAL

**MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
September 21, 2010
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209**

I. **CALL TO ORDER:** President Hashmat Ali called the meeting to order at 6:03 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Raymond Miller, Vice President
Mr. Andrew Spell, Treasurer
Ms. Jennifer Pitz, Secretary
Mr. Don Nachtwey, OA Representative
Mr. Robert Turman, Director
Mr. Troy Dibley, Director

Directors Absent: None

Management: Mr. Francisco Foschi, Building Manager
Ms. Leila Riahi, Assistant Manager

Shareholders: None

II. **APPROVAL OF AGENDA:**

MOTION: Mr. Spell moved, Mr. Miller seconded, to approve the agenda as presented. There were no objections.

III. **APPROVAL OF MINUTES:**

MOTION: Mr. Dibley moved, Mr. Spell seconded, to approve the revised Minutes of June 15, 2010. The motion passed unanimously (7-0-0).

MOTION: Mr. Turman moved, Mr. Miller seconded, to approve the Minutes of August 17, 2010 as presented. The motion passed unanimously (7-0-0).

IV. **REVIEW OF EVENT CALENDAR/RESERVE PROJECTS:** Ms. Pitz said that her intention was to review major projects coming up that need to be budgeted for.

9/21/2010 ACTION 1: Mr. Turman will create a new spreadsheet with reserve study information to send to Board members for comments.

9/21/2010 ACTION 2: Mr. Foschi will contact FEA on updating Table 4 of the reserve study.

9/21/2010 ACTION 3: Mr. Foschi will check with LFCU on getting bank statements with unit numbers.

V. **REPORTS:**

A. **President:** Mr. Ali said he had no report.

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B. Treasurer: Mr. Spell reported that there is \$1,170,926 in reserves and \$12,678 in the operating account. The variance report is attached.

C. OA Report: Attached.

D. Manager's Report: Mr. Foschi cited his report. He said that converting 1-B into storage space involves demolishing the a/c unit, painting and patching, and removing hazardous materials.

E. Engineer's Report: In Board package.

VI. **NEW BUSINESS:**

A. Contractor Requirements: Mr. Foschi referred to the draft of his letter to shareholders. Mr. Spell suggested emphasizing that management is not responsible for the work of contractors and provides the names of contractors as a courtesy.

[Mr. Dibley left the meeting at 7:43 p.m.]

VII. **OLD BUSINESS:**

A. Party Room Upgrades: No new report.

B. Convactor Airflow Controls:

MOTION: Mr. Spell moved, Mr. Nachtwey seconded, to have Mr. Foschi talk to FEA about providing a realistic and cost effective solution using existing controls. The motion passed unanimously (6-0-0).

C. Trash Corral: Mr. Foschi said that reducing costs consisted of paying half now and half next year. He added that the cost driver was the bricks.

D. Action Items Update: Reviewed 8/17/2010 Action 1 and others maintained to next month.

VIII. **ADJOURNMENT:**

MOTION: Mr. Spell moved, Ms. Pitz seconded, to adjourn the meeting at 8:05 p.m. There were no objections.

SUBMISSION OF MINUTES

Barbara Seaman,
Recording Secretary

Approved by:
Jennifer Pitz, Secretary

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ACTIONS TAKEN BY THE BOARD

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9/21/2010 ACTION 2: Mr. Foschi will contact FEA on updating Table 4 of the reserve study.

9/21/2010 ACTION 3: Mr. Foschi will check with LFCU on getting bank statements with unit numbers.

ACTIONS NOT COMPLETED

8/17/2010 ACTION 2: Mr. Foschi will get bids on removing cages. _

8/17/2010 ACTION 3: Mr. Foschi will get a better price from the bidders on the trash corral.

7/20/2010 ACTION 1: Mr. Foschi will get ideas on ramps in other buildings.

7/20/2010 Action 2: Mr. Foschi will compose a letter to shareholders, that will also be posted on the website, reminding them to hire licensed and insured contractors.

7/20/2010 Action 3: Mr. Foschi will gather a list of contractors with current licenses and insurance with expiration dates.

7/20/2010 Action 4: Mr. Turman will investigate the cost of granite.

OWNERS ASSOCIATION REPORT

Mr. Dibley, the OA representative, reported on the following matters discussed at the last meeting:

- 1 He will be analyzing current OA investment policies.
- 2 He will be helping Ms. Schmelzer, the Treasurer, with garage project billing.
- 3 The WP garage project has a new timeline because the Board approved several change orders. Contingencies were built into the budget that will cover such work as painting the concrete and recoating the lower level. More money will be spent on maintaining garages in the future to avoid expensive structural repairs.
- 4 Security cameras need to be updated and installed in the garages. Patrols will assist bidders on the layout for the cameras.
- 5 Visitors will be given a flyer with specific guidelines to the property including that there is no guest parking.

Mr. Ali reminded Mr. Dibley that he represents the RPN Board's position and, for critical issues, he must give the RPN Board's feedback to the OA. Mr. Ali also asked for a monthly OA report.