

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING

November 20, 2012
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. CALL TO ORDER: Mr. Miller, acting Board President, called the meeting to order at 6:06 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Raymond Miller, Vice President (acting President)
Mr. Andrew Spell, Treasurer
Ms. Jennifer Pitz, Secretary
Mr. Robert Turman, Director
Mr. David Weinberg, Director

Directors Absent: Mr. Don Nachtwey, Director

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

Others: None

II. APPROVAL OF AGENDA:

MOTION: Mr. Turman moved, Mr. Miller seconded, to approve the agenda as presented. The motion passed unanimously (6-0-0).

III. APPROVAL OF MINUTES:

MOTION: Mr. Ali moved, Mr. Miller seconded, to approve the minutes of October 16, 2012 as amended. The motion passed (6-0-0).

IV. RESIDENT PARTICIPATION: None.

V. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS:

- Replacement of the A/C. It was noted that Envirotech will do the specifications and is possibly interested in bidding on the job upon completion of the specification. The Board asked that Mr. Foschi solicit two additional bids to include with the bid from Envirotech provided they are interested in bidding.
- 3% rent adjustment for commercial tenants.
- Annual audit scheduled for the 2nd week in December.
- Annual fire alarm testing performed November 28th - November 30th.
- Annual Christmas Party.

MOTION: Ms. Pitz moved, Mr. Ali seconded, to approve hosting a breakfast Christmas Party in the River Place North lobby, at a date to be determined. Coffee, juice, and a variety of pastries will be served at a cost not to exceed \$400.00. The motion passed unanimously (6-0-0).

VI. REPORTS:

A. President: Mr. Ali reported that the appraisal study meeting was received positively by all attendees; and, based on the responses it is likely that some type of documentation will be prepared which should be discussed at their next meeting.

B. Treasurer: Mr. Spell reported that there was approximately \$5,500 in dividends for the month of October, with a total of \$2,700 in dividends for the month of November. Operating cash was \$75,000; and reserves were at \$1.7 million, for a total of \$1.8 million.

Mr. Foschi then discussed the October 2012 Variance and Delinquency Reports.

C. OA Report: Mr. Turman reported that the OA will be hiring an assistant who will manage all personnel, and David Weinstein will continue in his role as Manager and be responsible for overseeing the vendors and costs. Mr. Turman stated that members of the OA will go out to dinner in lieu of having a Christmas party.

D. Manager's Report: Mr. Foschi cited his report and discussed, in detail, the completion of the new entry door. He said he would elaborate further later in the meeting on the option of adding key fobs for a more secure access to the building. In addition, Mr. Foschi stated that the west exit canopies have been replaced, and he would like to discuss a possible increase for one of the front desk personnel. The Board indicated that the matter would be discussed in Executive Session.

VII. NEW BUSINESS:

A. Building Visitor Entry System: Mr. Foschi reported that ESSi has submitted a proposal for every resident to have key fob for entry to all building doors, excluding the laundry room, bike room, and the storage room.

MOTION: Ms. Pitz moved, Mr. Turman seconded, to accept the proposal from ESSi, which will include upgrades, in the amount of \$10,629.00 for key fobs. The motion passed unanimously (6-0-0).

B. Elevator Floors: The Board reviewed the options provided by the interior designer for the elevator floors and agreed to proceed with option 2, with a secondary color for the wall paper.

C. Apartment Ratings: Mr. Foschi reported that at times River Place has received unfavorable ratings; and, as a result, he is recommending the Board consider signing up for a one-year membership which would allow the Association to go on-line and cite their policy and mission in addition to highlighting any upgrades. The Board agreed to sign-up for one year and re-visit the matter at the conclusion of the membership.

D. WiFi Options: Mr. Foschi cited two options, one from Single Digits to replace the gateways and all access points for approximately \$25,000; and a second from Air2Data, which is very similar to Single Digits, in the amount of \$43,000.

MOTION: Mr. Weinberg moved, Mr. Miller seconded, to accept the proposal submitted by Single Digits for the upgrade of the Association's WiFi Hardware Systems in the amount of \$24,000 plus an additional \$6,100. The motion passed unanimously (6-0-0).

VIII. OLD BUSINESS:

A. Bicycle Space: Ms. Pitz proposed that all available Board members meet on November 28, 2012 at 4:00 p.m. to tour the bicycle space and discuss options.

B. Party Room Upgrades: Mr. Foschi stated that he is awaiting recommendations on the type of bar, as well a decision on the cork floor. Mr. Ali recommended the wall in the kitchen be removed to allow for more space.

C. 11th Floor Items: Mr. Miller reported that he is in receipt of the 11th floor plans but has not had an opportunity to review them. Upon reviewing and discussing the floor plans, the Board concluded that Mr. Miller would go over the floor plans with Mr. Foschi and directed Mr. Miller to find out if the \$130,000 is the cost of a completed project.

D. Main Air Handling Unit Overhaul: No update.

IX. EXECUTIVE SESSION:

MOTION: Mr. Miller moved, Mr. Ali seconded, to adjourn the open meeting at 8:45 p.m. and convene an Executive Session. The motion passed unanimously (6-0-0).

SUBMISSION OF MINUTES

**Sandra M. Pickron,
Recording Secretary**

**Approved by:
Jennifer Pitz, Secretary
River Place North
Housing Corporation**