

**MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING**

**February 19, 2013  
1121 Arlington Boulevard  
Party Room, Lobby Level  
Arlington, Virginia 22209**

**I. CALL TO ORDER:** Mr. Turman, acting Board President, called the meeting to order at 6:12 p.m.

Directors Present: Mr. Hashmat Ali, President (joined at 6:19)  
Mr. Raymond Miller, Vice President  
Mr. Andrew Spell, Treasurer  
Mr. Robert Turman, Director (acting President)  
Mr. David Weinberg, Director

Directors Absent: Ms. Jennifer Pitz, Secretary  
Mr. Don Nachtwey, Director

Management: Mr. Francisco Foschi, Building Manager

Others: None

**II. APPROVAL OF AGENDA:**

**MOTION:** Mr. Miller moved, Mr. Weinberg seconded, to approve the agenda as amended. The motion passed unanimously (4-0-0) with Spell abstaining.

**III. APPROVAL OF MINUTES:**

**MOTION:** Mr. Weinberg moved, Mr. Miller seconded, to approve the minutes of January 15, 2013 as amended. The motion passed (3-0-1) with Spell abstaining.

**IV. RESIDENT PARTICIPATION:** None.

**V. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS:**

- Candidate deadline passed Feb 15 and 6 candidate statements were received for 4 seats

- Official notice of annual meeting will go out Feb 22
- Arlington County will review our recycling operations for compliance Feb 22

**VI. REPORTS:**

- A. **President:** A River Place Redevelopment Committee meeting will be scheduled in the near future.
- B. **Treasurer:** Mr. Spell reported that there is \$165,555 in operating cash, \$12,578 in operating reserves and \$1,799,469 in replacement reserves. Mr. Foschi reviewed the variance report, attached.
- C. **OA Report:** River Place newsletter has been printed and we received 160 copies. These will be mailed out and the remainder will be mailed when received. An interim OA manager, Jimmy O'Rourke, has been hired on a 3 month contract.
- D. **Manager's Report:** The new building entry system ideas were received positively by all attendees; and, based on the responses and feedback a draft document stating procedures and policies will be prepared by management and ready to be discussed at the next board meeting.

**MOTION:** Mr. Turman moved, Mr. Weinberg seconded, to approve \$3800 to repair the L-3 HVAC system consistent with our lease obligations. The motion passed unanimously (5-0-0).

**VII. NEW BUSINESS:**

- A. **Budget Review:** The board reviewed the budget drafted by the Manager and Treasurer. An amount was added to the Contingency Reserve line item to fund new wall coverings that are not included in the replacement reserve study.

**MOTION:** Mr. Ali moved, Mr. Miller seconded, to approve the FY 2014 budget with a 2.5% assessment increase compared to the FY 2013 budget. The motion passed unanimously (5-0-0).

- B. **Annual Shareholders Meeting:** The package has been printed for mailing. There will be no by-law amendments on the ballot. There will be 2 drawings for assessment discounts to encourage participation.

VIII. OLD BUSINESS:

- A. Building Visitor Entry System: The board reviewed the procedures and agreed to the plan submitted by the Manager. One external side door will remain keyed to support religious customs that require a manual entry system.
- B. Elevator and 1<sup>st</sup> floor floors: Tabled.
- C. 11<sup>th</sup> Floor Items: Mr. Miller reviewed the status of the 11<sup>th</sup> floor project and progress continues. The architect has identified a reasonable way of separating the potential home from the building utility areas.
- D. Main Air Handling Unit Overhaul: Tabled.
- E. Bicycles Space: Tabled.
- F. Party Room Upgrades: Tabled.

IX. EXECUTIVE SESSION:

MOTION: Mr. Miller moved, Mr. Weinberg seconded, to adjourn the open meeting at 9:12 and convene an Executive Session. The motion passed unanimously (5-0-0).

SUBMISSION OF MINUTES

Andrew Spell,  
Treasurer and Recording Secretary

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

# January 2013 variance Report

Income variance report over \$1000

\*\*Also includes notes on possible trends\*\*

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

<b>ACCOUNTS</b>	<b>MTD Current/Budget YTD Current/Budget Will Round</b>	<b>FAVORABLE/(UNFAVORABLE)</b>
<b>Operating Assessments</b>	<b>MTD 150 K/145 K YTD 1'311M/1'307M</b>	<b>5K– Assessments</b>
<b>Laundry Dec. fee</b>	<b>MTD 70K/0K YTD 70 K/60 K</b>	<b>70K- Laundry bonus received</b>
<b>Rental Inc. unit</b>	<b>MTD 0K/ 1K YTD 7.3K/9K</b>	<b>(1K)- Unit vacant for January</b>
<b>Utility reimbursement.</b>	<b>MTD 1.8K/ 0.5K YTD 6.2K/4.5K</b>	<b>1.3K- reimburse from OA for garage lights</b>
<b>Payroll</b>	<b>MTD 33K/21K YTD 225K/206K</b>	<b>(12K)- 3 payroll periods in Jan.</b>
<b>Health Insurance</b>	<b>MTD 9K/3K YTD 30K/29K</b>	<b>(6K)-Dec, Jan &amp; Feb paid in January.</b>
<b>Misc. exp.</b>	<b>MTD 1K/3K YTD 30K/29K</b>	<b>(1K)- Dec Breakfast + stamps purchased with check card</b>
<b>Taxes</b>	<b>MTD 3.6K/0K YTD 23K/25K</b>	<b>(3.6K) –Inc. and State taxes paid. YTD Corp. Saved 1.4K</b>