

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING

April 16, 2013
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. CALL TO ORDER: Mr. Ali called the meeting to order at 6:16 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Raymond Miller, Vice President
Mr. Andrew Spell, Treasurer
Ms. Jennifer Pitz, Secretary (arrived at 6:26 p.m.)
Mr. Robert Turman, Director (arrived at 6:28 p.m.)
Mr. David Weinberg, Director

Directors Absent: Mr. Don Nachtwey, Director

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

Others: Mr. Shai Steinberg #846.

Mr. Ali asked for a moment of silence to remember the victims of the Boston bombing.

II. RESIDENT PARTICIPATION: Mr. Steinberg said he was observing.

III. APPROVAL OF AGENDA:

MOTION: Mr. Spell moved, Mr. Miller seconded, to approve the agenda as presented. The motion passed unanimously (4-0-0).

IV. APPROVAL OF MINUTES: Mr. Foschi will correct the minutes, email them to the Board, and send them to Minute-by-Minute.

V. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS:

- Elevators will be shut down for an hour during elevator inspections.
- In-unit semi-annual maintenance schedules have been posted.
- Quarterly taxes are due.
- A/C will be ready on Friday depending on the weather.

VI. REPORTS:

A. President: Mr. Ali thanked everyone for completion of the WiFi project. He also said that there have been changes in the OA management but that Troy Dibley will continue as Treasurer and Mr. Turman will act as Secretary.

B. Treasurer: Mr. Spell reported that operating cash was \$147,148; operating reserves were \$12,578 but he hoped to raise the amount to \$20,000 to cover insurance deductibles for 2 incidents. He also said that replacement reserves totaled \$1,799,469; total operating cash and reserves were \$1,959,195. He then discussed the March 2013 Variance Report.

C. OA Report: Mr. Turman reported that Bob Lesnick was the new OA President and Sarah Shahade was the Vice President. He said that signs will be added to the community but that locations have not been decided on and that pool preparation has started. He also said that the OA Board discussed what can be done about the Monday Properties fence blocking walkers. He added that Zalco suggested training certificates for building managers.

D. Manager's Report: Mr. Foschi cited his report and said that the WiFi has been upgraded, the plan for the new entry system will be emailed for the Board's feedback, and that the final audit will be ready for the Annual Meeting.

VII. NEW BUSINESS:

A. Review of Bylaws on Tenant/Shareholder Responsibilities: Ms. Pitz said she will circulate a draft to clarify who pays what and why.

B. Election of Board Officers:

MOTION: Mr. Weinberg moved, Mr. Turman seconded, to nominate the existing slate of officers of the Board: Mr. Ali, President; Mr. Miller, Vice President; Mr. Spell, Treasurer; and Ms. Pitz, Secretary. The motion passed unanimously (6-0-0).

MOTION: Mr. Spell moved, Mr. Miller seconded, to appoint Mr. Turman to the position of OA Representative. The motion passed unanimously (6-0-0).

Mr. Weinberg volunteered to act as an alternate.

B. NCB Offer: Mr. Foschi said that the Corporation made an offer and that the contract should be written by a professional.

MOTION: Ms. Pitz moved, Mr. Spell seconded, to authorize Mr. Foschi to hire a licensed realtor at a cost not to exceed \$1,200 to draft a contract. The motion passed unanimously (6-0-0).

VIII. OLD BUSINESS:

A. Building Visitor Entry System: Mr. Foschi cited procedures before and after installation. He also suggested the door facing the mail room as the non-electric door.

B. Main Air Handling Unit Overhaul: Mr. Foschi cited proposals from 3 engineering firms: Service Mechanical Inc., Emcor Services, and EnviroTech. He recommended Emcor.

MOTION: Mr. Spell moved, Ms. Pitz seconded, to approve the Emcor proposal to overhaul the main air handling unit. The motion passed unanimously (6-0-0).

C. Floors of the Elevator and First Floor: Mr. Foschi said that he was waiting for proposals on all floors and carpets.

D. Eleventh Floor Item: Mr. Miller reported that drawings will cost approximately \$26,000 and the build out will cost approximately \$130,000. Mr. Ali suggested selling it as is.

E. Bicycle Space: Ms. Pitz said that the current space is too small and suggested cleaning out the 1st floor cages and converting that space. Mr. Foschi suggested putting a rack in the space behind the trash corral as a short-term solution. He added that it was not sheltered and the building would not be responsible for the bikes. He will also look into an inside location.

F. Party Room Upgrades: Mr. Foschi said he was getting quotes on floors.

IX. EXECUTIVE SESSION:

MOTION: Mr. Weinberg moved, Ms. Pitz seconded, to adjourn the open meeting at 8:38 p.m. and convene an Executive Session. The motion passed unanimously (6-0-0).

SUBMISSION OF MINUTES

Barbara Seaman,
 Recording Secretary

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

April 2013 variance Report

Income variance report over \$1000

Also includes notes on possible trends

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

ACCOUNTS	MTD Current/Budget YTD Current/Budget Will Round	FAVORABLE/(UNFAVORABLE)
Operating Assessments	MTD 167 K/145 K YTD 1'755M/1'743M	22K- Assessments
Miscellaneous	MTD 1.8K/0.87K YTD 2.9K/1K	1.7K- Utility reimbursement (misscoded)
Rental Inc. Office	MTD 6.3K/3.1K YTD 40K/37K	3.2K- 2 months paid in April
Medical/Dental Ins.	MTD 6.3K/ 3.2K YTD 36.8K/39K	(3.1K)- Two months paid
Elevator other	MTD 1.1K/ 0.8K YTD 1.4K/1K	(1K)-Elevator Inspect.
L-3 R&M	MTD 3.8K/0.87K YTD 4.2K/1K	(3.7K)- New A/C for L-3
Safety material	MTD 4.6K/0.6K YTD 9.8K/7.5K	(3.9K)- Arl. Co. fire inspection.
Air Conditioning	MTD 2.5K/0.4K YTD 12K/5K	(2K)- MOECA AC troubleshooting.
Federal Inc. Tax.	MTD 3.6K/0K YTD 13K/18.6K	(3.6K)- Quarterly taxes.