

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
November 18, 2014
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. **CALL TO ORDER:** Mr. Ali called the meeting to order at 6:07 p.m.

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

Directors Absent: Mr. Brad Niesen, Director

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

II. **APPROVAL OF AGENDA:**

MOTION: Mr. Turman moved, Ms. Pitz seconded, to approve the agenda as written. The motion passed unanimously (5-0-0).

III. **APPROVAL OF MINUTES:**

MOTION: Mr. Weinberg moved, Mr. Turman seconded, to approve the Minutes of October 21, 2014 as amended. The motion passed unanimously (5-0-0).

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

Mr. Foschi said that the main reserve projects were on track. He also said that Emcor will start the chiller project this winter and that Adcock will begin the fire alarm system in fall 2014. He added that the bidding for the electrical switch replacement is ongoing and that Emcor can look at the central plant valves. In terms of scheduled events, Mr. Foschi cited window washing, the Christmas breakfast on December 14, and the audit which will start on the first week of December.

[Mr. Miller arrived at 6:30 p.m.]

V. **REPORTS:**

A. **President:** Mr. Ali was concerned about the general benefits to upgrading the party room. However, Mr. Spell said that upgrading is a matter of perceived value and that if it is made more inviting, more might come. Mr. Foschi said that Ezekiel was not charging as much as other contractors for demolition, but that the Board can compare bids and choose.

MOTION: Ms. Pitz moved, Mr. Weinberg seconded, to allocate \$56,000 to the party room upgrade based on June Shea's preliminary design and to leave details to Mr. Niesen.

AMENDMENT: Mr. Spell suggested amending the motion to increase the allocation to \$60,000 to cover contingencies. The motion passed unanimously (6-0-0).

B. **Treasurer:** Mr. Spell reported that operating cash was \$140,150; operating reserves were \$855.49; replacement reserves were \$1,695,000. Mr. Foschi then presented the recent bank statements.

C. OA Report: Mr. Turman said that no big decisions were made and that mostly grounds keeping issues were discussed. He also said that OA assessments would probably not be increased.

D. Manager's Report: Mr. Foschi cited his report in the Board package.

VI. **NEW BUSINESS:**

A. Hiring Policies: Mr. Spell referred the Board to a letter to be sent to the shareholder. He suggested that establishing policies would make life easier for staff who must deal with residents applying for jobs in the building. Mr. Ali said that the Board should authorize management to deal with hiring and stay out of it. There was consensus by the Board that applicants should disclose if they are shareholders or residents and hiring should be approved by the Board.

ACTION: Ms. Pitz agreed to draft the policy and send it to the Board for comments.

Mr. Ali said that the letter, separate from the policy, should state that the Board will discuss the matter and make an appropriate policy.

B. Christmas Breakfast: Mr. Foschi suggested the same arrangement as last year.

MOTION: Mr. Weinberg moved, Mr. Miller seconded, to spend up to \$500 on the Christmas breakfast and let the staff choose a date. The motion passed unanimously (6-0-0).

C. Christmas Bonuses: To be discussed in Executive Session.

VII. **OLD BUSINESS:**

A. Commercial Lease Renewal: Ms. Pitz said that Mr. Priest was fine with the 3% increase in the lease. Mr. Ali cited the letter from MOECA that because financial problems she was asking to pay the October and November rent in January. The Board agreed to her request.

B. Visitor's Entry System: The system will be installed on December 5.

C. Fire Alarm Replacement: The Company was bringing in materials to be stored in the 11th floor space. The installation will take 2-3 months and should not disturb residents.

VIII. **EXECUTIVE SESSION:**

MOTION: Mr. Weinberg moved, Mr. Miller seconded, to adjourn to Executive Session at 7:33 p.m. There were no objections.

SUBMISSION OF MINUTES

**Barbara Seaman,
Recording Secretary**

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

*****No Variance Report Available*****