

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
January 17, 2016
1121 Arlington Boulevard
Party Room, Lobby Level
Arlington, Virginia 22209

I. CALL TO ORDER: Ms. Yonkos called the meeting to order at 6:01 p.m.

Directors Present: Ms. Jennifer Yonkos, President
Mr. Raymond Miller, Vice President
Mr. Andrew Spell, Treasurer
Mr. David Weinberg, Secretary
Mr. Hashmat Ali, Director [arrived 6:08]
Ms. Alis Marachelian, Director [arrived at 6:15]

Directors Absent: Mr. Robert Turman.

Management: Mr. Richard Haddad, Manager

Residents: None.

II. RESIDENT PARTICIPATION: None.

III. APPROVAL OF AGENDA:

MOTION: Mr. Weinberg moved, Mr. Spell seconded, to approve the agenda as amended. The motion passed unanimously (6-0-0).

IV. APPROVAL OF MINUTES:

MOTION: Mr. Miller moved, Mr. Spell seconded, to approve the Minutes of November 15, 2016 as amended. The motion passed unanimously (6-0-0).

V. REVIEW OF EVENT CALENDAR/RESERVE PROJECTS: Deferred to the next meeting.

VI. REPORTS:

A. President: Ms. Yonkos introduced the new manager, Richard Haddad. She also said that emergency procedures will be conducted on Thursday, January, 19. She added that Mr. Haddad had cleaned up the water issue and suggested that there should be a nepotism policy in place. Mr. Spell said that a policy should be on the books since a conflict in relationships can be disruptive. He suggested the following statement:

No person may be hired, without prior board approval, who is a) a resident of RPN, b) a shareholder of RPNHC, or c) a family member or business partner of a resident, shareholder, or employee. A business partner is a person sharing management or control of a business. A family member is a parent, child, grandparent, grandchild, full or half sibling, uncle, aunt, niece, nephew, cousin, spouse, step-parent, step-child, step-sibling, in-law, cohabitant, significant other, as well as any spouse, partner, or significant other of the above.

MOTION: Mr. Weinberg moved, Mr. Spell seconded, to accept the suggested nepotism policy. The motion passed unanimously (6-0-0).

Ms. Yonkos then said that the Board should establish an employee ombudsman to give staff access to the Board without having to go through the building manager. Mr. Weinberg and Mr. Spell volunteered but the Board decided to take turns and give staff Board phone numbers.

B. Treasurer: Mr. Spell reported that operating cash was \$195,443; operating reserves were \$1,979; replacement reserves were \$1,649,707; and total assets were \$1,999,585. Mr. Spell then gave the Variance Report.

C. OA Representative: No report.

D. Manager's Report: Mr. Haddad said he was working on a report that was more systematic and would include administrative information as well as staffing, physical plant, and cosmetic work to enhance curb appeal.

VII. NEW BUSINESS:

A. Cooling Tower Overhaul: Mr. Haddad said that the cooling tower was in bad condition and replacement was on the reserve study for 2017. He will get proposals for the overhaul.

B. Domestic Hot Water Heaters/Boilers Replacement: The domestic hot water heaters were not working. Mario suggested recycling them or selling them. Mr. Haddad added that one option is a traditional boiler and the other is a condensation boiler which will eliminate the hot water heaters. While the first type (Lochinvar) will cost about \$50,000 the condensing boiler will cost about \$100,000. Mr. Haddad said that he will get proposals on the technology, life cycle, and savings on both. The Lochinvar, he said, can be installed in 2 weeks but the condensate boiler will take 6-8 weeks to install.

C. Painting in the Building: Painting to lobby, hallways, doors, outside railings, and entrances can be done in house. The Board will also consider painting over the wallpaper.

[The Board recessed from 7:23 to 7:30]

VIII. OLD BUSINESS:

A. Lobby Renovation Project: Because the costs have been higher than anticipate, the committee is considering freshening the building instead. Mr. Haddad suggested getting LED lights for the hallways and will look into lockers in the basement as mailboxes.

B. Replacement of Boilers: One burner has been replaced and Mr. Haddad is waiting for a 2nd burner

C. Unit #730: Mr. Spell said that 3 agents were invited to submit proposals for selling the unit. Although the Board approved up to \$25,000 to renovate, Mr. Haddad said cosmetic work can be done for less in house. Mr. Spell suggested new appliances and hardwood floors. Mr. Haddad will get quotes on quotes without appliances.

IX. EXECUTIVE SESSION:

MOTION: Mr. Weinberg moved, Mr. Spell seconded, to adjourn to Executive Session at 7:44 p.m. The motion passed unanimously (6-0-0).

SUBMISSION OF MINUTES

Barbara Seaman,
Recording Secretary

Approved by:
David Weinberg, Secretary
River Place North
Housing Corporation