

FINAL

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING
September 15, 2020
VIRTUAL MEETING

I. **CALL TO ORDER:** Mr. Ali called the meeting to order at 5:36 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Andrew Spell, Treasurer
Ms. Jennifer Yonkos, Secretary
Ms. Alis Marachelian, Director
Ms. Sabrina Faber, Director
Mr. Hafizur Rahman, Director

Directors Absent: Mr. Raymond Miller

Management: Ms. Daisy Angelino, Building Manager; Amber Suggs,
Assistant Manager

Residents: None.

II. **RESIDENT PARTICIPATION:** None.

III. **APPROVAL OF AGENDA:**

MOTION: Mr. Rahman moved, Ms. Faber seconded, to approve the agenda as presented. The motion passed unanimously (5-0-0).

IV. **APPROVAL OF MINUTES:**

MOTION: Mr. Rahman moved, Mr. Spell seconded, to approve the Minutes of August 18, 2020 as amended. The motion passed (5-0-0).

V. **REVIEW OF CONTRACTS:** Ms. Angelino cited the rates for gas and the 3 options. She said that the current contract for gas expires on 08/31/2021 and out of the 3 options, the 2-year extension offers the most savings.

MOTION: Ms. Faber moved, Mr. Spell seconded, to extend the gas contract 24 months to lock in a better gas rate. The motion passed (6-0-0).

VI. **REPORTS:**

A. **President:** Mr. Ali said he had matters to discuss in Executive Session.

B. **Treasurer:** Mr. Spell reported that operating cash totaled \$175,847.04; operating reserves totaled \$77,785.31. Replacement Reserves totaled \$3,900,326.62 and total operating cash and reserves is \$3,978,111.93. He added that instead of replacing elevators early, repairs would be made instead. He also said that money is being saved for the pipe

project. Ms. Angelino said that treating pipes with enzymes is ongoing and is prioritized by tier. Ms. Angelino then gave the Variance Report for July since the books were not closed for August. She also gave the Delinquency Report.

C. OA Representative: Ms. Faber reported that the contract with the additional patrol company, Axiom, was being evaluated and should involve a needs assessment, training plan, and employee absence. She added that performance has improved but there are still complaints. She also said that the opening of the Entertainment Center is being voted on in terms of the opening, rules and a timeline for opening.

D. Manager: Ms. Angelino reported on the following items:

- Window washing is under way.
- Semi-annual preventive maintenance has been performed in most units.
- Semi-annual preventive maintenance for all unit fan coils and inspection of apartment spaces has been completed in preparation for the transition to heating operations.
- Two primary boilers are in process of being cleaned and prepared to heat the building.
- Service demand is being tracked for improved efficiency.
- Maintenance and engineering have completed a tracking document that will allow maintenance to identify fixtures or valves that need replacement or repair.
- Residents are asking about the Entertainment Center opening and have requested a contact for updates. They are also asking about reimbursements. Mr. Ali suggested writing a formal letter with specifics that the OA can address and put on file.

Ms. Faber added that she will send information on the walk-ability score of River Place on Google Maps.

VII. **NEW BUSINESS:**

A. Utility Savings: Ms. Angelino said she was meeting to explore building-wide savings on electricity and will report on results in the future. Ms. Faber said small things can also be done such as looking into changing lights or installing sensors in the storage room.

B. Budget Committee: Mr. Spell said that generally Ms. Angelino drafts the budget and the Board reviews it. He also said that 9 months of current data is needed. He said a team can review it and suggest possible savings. Ms. Marachelian suggested asking shareholders to join the team.

C. Staff Evaluations: To be discussed in Executive Session.

VIII. **OLD BUSINESS:**

A. Vacancies: Efforts to address vacancies are ongoing.

B. RPN Addendum Language: Ms. Yonkos said that the addendum needs to be condensed to 1 page. Topic will be tabled to next month's meeting. Mr. Ali also said he will email all building presidents about reviving the managers' meetings to share experiences.

C. Eviction: Ms. Angelino said she received a signed agreement from the attorney that the tenant will be moving out by September 25.

D. Covid 19 Credits and Grants: Ms. Angelino said that RPN will get credit on taxes and that she is looking into facility disinfecting grants.

X. **ADJOURNMENT:**

MOTION: Ms. Marachelian moved, Mr. Spell seconded, to adjourn the meeting at 7:08. There were no objections.

SUBMISSION OF MINUTES

**Daisy Angelino,
General Manager**

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