

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
January 20, 2004
Arlington, Virginia 22209

CALL TO ORDER: President Hashmat Ali called the meeting to order at 5:45 p.m. in the Lobby Conference Room, 1121 Arlington Boulevard, Arlington, Virginia.

Directors Present: Mr. Hashmat Ali, President
Mr. Brian Fredericks, Vice President
Mr. Andrew Spell, Treasurer
Ms. Nancy D. Joyner, Secretary
Mr. Omer Malik, Director

Directors Absent: Ms. Jessica Hollander
Mr. Assem Iskander

Management: Ms. Donna Cooper, Building Manager

Residents: None.

Others: Ms. Barbara J. Bunce, Recording Secretary

APPROVAL OF AGENDA: Mr. Ali asked the Directors to approve the agenda. A Congratulatory Motion was added to New Business.

(M) Ms. Joyner motioned, Mr. Fredericks seconded, to approve the agenda as amended. The motion passed unanimously.

APPROVAL OF MINUTES: Mr. Fredericks asked the Directors to approve the minutes from the November 18, 2003 meeting.

(M) Ms. Joyner motioned, Mr. Fredericks seconded, to approve the minutes. The motion passed unanimously.

REPORTS:

President: Mr. Ali reported that the Owner's Association has offered \$16 per square foot to rent the conference room space in the management office that they have occupied since the fire in August. The monthly rental would amount to \$350.00 retroactive to their occupancy. OA would have access to their space at all times and access to the restrooms during normal business hours. OA would assume the cost of rekeying the glass doors at the entrance to the management office.

(M) Mr. Fredericks motioned, Ms. Joyner seconded, to accept the terms as agreed upon in writing from the OA for their continued occupancy of the management office conference room. The motion passed unanimously.

Discussion ensued regarding the Entertainment Center and the many complaints received from residents on the slow progress of the refurbishment. Mr. Ali stated that OA is considering the idea of providing the individual buildings with equipment in the interim so that residents would have equipment to use.

(M) Ms. Joyner motioned, Mr. Fredericks seconded, that RPNHC support placement of equipment in the North building for use by its residents only as an interim solution while the Entertainment Center is rebuilt. The motion passed unanimously.

Mr. Ali noted that the next OA meeting is scheduled for January 26, 2004 and RPNHC needs to appoint a representative for the meeting.

(M) Mr. Fredericks motioned, Mr. Spell seconded, to appoint Mr. Malik and the RPNHC representative at the January 26, 2004 OA meeting. The motion passed unanimously.

Mr. Ali stated that the Redevelopment Task Force (RTF) has garnered support from the River Place housing corporations. The objective of the task force is to explore and evaluate redevelopment options that would result in maximum value for River Place shareholders. Arlington County is currently reviewing the general land use plan (GLUP) for Rosslyn to determine whether its density zoning should be adjusted from 2.8. The task force will need to do a value assessment to determine the full value of the River Place parcel. Mr. Ali recommended that RPNHC set aside \$15,000 in the FY2005 budget in anticipation of the value assessment.

Treasurer: Nothing to report.

OA Report: Nothing to report.

Decorating Committee: Ms. Cooper stated that we received a carpet that was the correct pattern but not the correct colors. Management is currently working with Commercial Carpet of America (CCA), our contractor, and Durkin, the manufacturer, to resolve the issue.

(M) Mr. Spell motioned, Mr. Fredericks seconded, to approve \$2,000 to contract a interior decorator to ensure that the proposed aesthetic modifications in the North building will be complementary. The motion passed unanimously.

Space Committee: Nothing to report.

UNFINISHED BUSINESS:

Elevator Cab Rehabilitation: This project will move forward after working with the interior designer.

Redesign of Space & Loading Dock: Mr. Ali stated that RPNHC's rendering of the redesign of the north loading dock and interior space was approved at the OA meeting. At this time, RPNHC needs to hire an architect to provide professional drawings for approval by Arlington County. Ms. Joyner recommended that approval from OA should not be garnered before there is unanimous approval by the RPNHC Board of Directors. It was noted that the concept was discussed at the RPNHC November 18, 2003 Board meeting and the Board agreed to bring their plan to the OA.

(M) Mr. Fredericks motioned, Mr. Malik seconded, to approve the concept of the redesign of the loading dock and interior space discussed at the November 18, 2003 Board of Directors meeting. The motion passed with Ms. Joyner abstaining.

(M) Mr. Fredericks motioned, Mr. Malik seconded, to hire an architect to provide professional drawings of the concept approved by the Board for redesign of the loading dock and interior space for approval by Arlington County. Funds for this project are not to exceed \$4,000. The motion passed unanimously.

Ms. Cooper recommended that a few design options and their financial impact be done so that RPNHC can choose the most cost beneficial project.

Plumbing & Pipe Maintenance: The riser work on Tier 19/20 and 27/28 has been completed.

Lighting: Ms. Cooper stated that we are waiting delivery of lighting for the 9th floor. [Subsequent to the Board meeting, the fixtures were received and installation will begin the week of February 9, 2004.]

Bike Room Access: The Board is not in favor of providing individual keys to residents for access to the bike room. This issue will be revisited when redesign of the loading dock and interior space is completed.

Shareholder Information Sheet: The Board approved the info sheet and requested management to include it in the 1st Notice of the Annual Shareholders Meeting.

Election Procedures: The draft election procedures developed by Ms. Joyner and Mr. Fredericks has been reviewed and approved by legal counsel. The procedures specifically outline the requirements for the Annual Shareholders Meeting pursuant to adherence of governing documents.

NEW BUSINESS:

Auditors Report: Ms. Cooper noted that the draft Auditors Report was part of the read-ahead Board package.

(M) Mr. Spell motioned, Ms. Joyner seconded, to accept the draft Auditors Report. The motion passed unanimously.

Transfers: Deferred to the next Board meeting.

Plumbing Study:

(M) Mr. Spell motioned, Ms. Joyner seconded, to approve \$4,000 for a plumbing study to determine the capacity modifications such as dishwashers, and washing machines in individual units. The motion passed unanimously.

Interior Designer: Refer to motion in Decorating Committee discussion.

Annual Meeting of Shareholders: The Annual Shareholders Meeting is scheduled for Tuesday, March 30, 2004. The final package due to shareholders will be finalized and approved by the Board at its next meeting on Tuesday, February 17, 2004. The Board discussed improving shareholder voting at the meeting.

(M) Mr. Spell motioned, Mr. Fredericks seconded, to provide three (3) \$100.00 credits to be raffled for all shareholders who vote in person or by proxy for the 2004 Annual Shareholders Meeting. The motion passed unanimously.

Budget for FY2005: Ms. Cooper is developing a draft budget and will distribute it electronically to Board members by Wednesday, January 28, 2004. [Subsequent to the Board meeting, the Budget meeting was scheduled for February 11, 2004.]

Courtesy Resolution: Ms. Joyner commended the River Place housing corporations management staffs for their efforts on the holiday gift bags for need men and women in Arlington County.

(M) Ms. Joyner motioned, Mr. Spell seconded, to adjourn the Board of Directors meeting at 9:10 p.m. The motion passed unanimously.

Respectfully submitted,

Nancy D. Joyner, Secretary

Date Approved

Attested by: _____
Barbara J. Bunce, Recording Secretary