

Final

MINUTES OF THE  
RIVER PLACE NORTH HOUSING CORPORATION  
BOARD MEETING

December 13, 2005

1121 Arlington Boulevard  
Party Room, Lobby Level  
Arlington, Virginia 22209

I. CALL TO ORDER: President Hashmat Ali called the meeting to order at 6:10 p.m.

Directors Present: Mr. Hashmat Ali, President  
Mr. Andrew Spell, Treasurer  
Ms. Sara Shahade, Secretary  
Mr. Norman Randolph, Director  
Ms. Nancy Joyner, Director

Directors Absent: Mr. Brian Fredericks, Vice President  
Mr. Assem Iskander, OA Representative

Management: Mr. Brendan Swartz, Building Manager

II. RESIDENT PARTICIPATION: None.

III. APPROVAL OF AGENDA:

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

IV. APPROVAL OF MINUTES:

Set aside to be approved in the January meeting

V. REPORTS:

A. Treasurer: Mr. Spell said that we are on track.

**Minute-By-Minute**

**VI. UNFINISHED BUSINESS:**

A. L-3 Commercial Rent Update: Mr. Swartz said that he was waiting for a response from The Prospective Tenant (Martoon) construction consultant to get back to him in regards to assessing the current heating and cooling system. He indicated that this was the only major issue.

B. Plumbing Study: It was indicated that The Plumbing Study should be shared with the West and East building.

**Motion: Approved to share the Plumbing Study by Joe T. Fama with the East and West Buildings. The motion passed unanimously (5-0-0)**

C. WiFi: Mr. Swartz presented that the WiFi was generating income and we should receive a check for September and October usage. He wanted the income to be deposited into the reserve account until the next calendar year to off set the initial costs and the board agreed. Also, the board indicated that they were concerned with possible unauthorized users getting free WiFi and to change passwords to all inactive accounts.

D. Free Cable to Tenants: Mr. Ali suggested that we find our 5 year contract (which should expire in 2006) with Comcast and try to determine if it is beneficial and feasible for RPN to be able offer free cable to the tenants. Ms. Shahade suggested contacting Eric Schoenberger, Business Manager with Comcast.

E. Convactor Valves: Mr. Swartz presented his findings with the units where convactor valves were installed. He indicated that based on his findings there was not high level of temperature control with the valves with the current study. Mr. Ali suggested that we install 4 more convactor valves in unit 325, 447, 627, and 229. All of which are efficiencies and should give us better feed back on the use of the valves. Mr. Ali suggested that we use Holman Boiler the same company South used to install their valves.

F. Basement Paint Job: Color scheme approved by the board where "Wet Paint" sign was posted.

G. Loading Dock: Low Spot: Mr. Swartz presented proposals for repairing the low spot in the loading dock.\_

**Motion: Mr. Ali moved, to accept proposal from Pro-Pave for \$3,700 to repair the low spot by the loading dock. Approved 5-0-0**

H: ACH project: Mr. Swartz informed the board that the paper work for ACH is underway and hopes by the next board meeting to be asking for volunteers for trial runs with direct deposit for assessments.

**New Business:**

A: Holiday Decorations: Ms. Joyner asked for funds to pay for next year's holiday decorations, because the old ones are worn out.

**Motion: Mr. Ali moved, to allow for \$150 or less for Holiday decorations. Approved 5-0-0.**

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B: Bonus change: Mr. Ali suggested that the bonus to the mailman be reduced by \$150 and those monies to be applied/given to Ms. Joyner for Holiday decorations.

**Motion: Mr. Ali moved, to change the bonus for the mailman less \$150 and for those monies to pay for decorations for next year. Approved 5-0-0**

C. 6 month staff back up project: Mr. Ali suggested that Mr. Swartz devise a training plan so that within 6 months the staff should be able to fill in for other roles if needed.

IX. ADJOURNMENT:

**MOTION: To adjourn approved without objections, the meeting was adjourned.**

**SUBMISSION OF MINUTES**

**C. Brendan Swartz  
Building Manager**

**Approved by:**

**Sara Shahade, Secretary  
River Place North  
Housing Corporation**