

DRAFT

MINUTES OF THE
RIVER PLACE NORTH HOUSING CORPORATION
BOARD MEETING

January 15, 2008

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

I. CALL TO ORDER: President Hashmat Ali called the meeting to order at 6:06 p.m.

Directors Present: Mr. Hashmat Ali, President
Mr. Don Natchwey, OA Representative
Mr. Andrew Spell, Treasurer
Ms. Chung Lai, Secretary
Ms. Sara Shahade, Director
Mr. Norman Randolph, Director

Directors Absent: Mr. Assem Iskander

Management: Mr. Francisco Foschi, Building Manager

II. RESIDENT PARTICIPATION: There was no participation from the residents.

III. APPROVAL OF AGENDA:

MOTION: Ms. Shahade moved, Mr. Spell seconded, to approve the agenda as amended. The motion passed unanimously (4-0-0).

IV. APPROVAL OF MINUTES:

MOTION: Mr. Spell moved, Ms. Shahade seconded, to approve the Minutes of November 20, 2007 as amended. The motion passed unanimously (4-0-0).

V. REPORTS:

A. President: Mr. Ali welcomed Mr. Natchwey as the new Board member who also attended the OA meeting.

B. Treasurer: Mr. Spell reported that the Corporation made the final payment to EnviroTech and Leach Wallace. He also said that EnviroTech did the 10th floor terraces for \$25,000.00 with the funds being taken from reserves. He added that reserves were over \$1 million. He added that the Capital Securities reserve account made over \$48,000.00 in 2007. Mr. Spell also said that the income for parking space rental was less than anticipated because of 1 less space and the rental for the sub-basement was less because negotiations were not completed as soon as anticipated. Mr. Spell also said that there was some confusion over whether the L-3 discount of \$500.00 was temporary or permanent. Mr. Ali said it was clear in a letter he sent that the discount was temporary and

Minute-By-Minute

River Place North

January 15, 2008

Page 2

as of October 1, full rent should be paid. Mr. Foschi said that the lessee owes \$2,000.00 through January, but he will talk to him. Mr. Spell then turned to the increase in hardware costs because of repairs to Unit 919. In terms of plumbing costs, Mr. Foschi said that since the flood in Unit 1006 was caused by pipes clogged by cat litter, he sent a letter telling the resident to pay; however, the resident said that the bylaws state that clogs were the responsibility of the building. Mr. Spell said that vertical pipes were the responsibility of the building, but horizontal ones were the shareholder's responsibility and that this was a drain problem. Mr. Ali added that if the bylaws do not specify resident negligence, they require an amendment that must be ratified at the Annual Meeting. Mr. Spell then said that the cost of janitorial services was up because of a missed payment, gas was okay and water/sewer costs matched last year's budget. Turning to delinquencies, Mr. Foschi said that they were not current and would take 1-2 months to update. Mr. Spell said he suspected the problem was caused by the system upgrade.

[Ms. Lai arrived at 6:59 p.m.]

C. OA Representative: Mr. Natchwey reported that the assessment of buildings would probably increase by \$1,000.00. Mr. Ali suggested that Mr. Natchwey email a summary of the OA meeting for every Board member. Mr. Natchwey also said that an automatic system of identification cards was proposed to relieve buildings of having to do them. Mr. Foschi added that registration at the front desk was hard to control. Ms. Shahade said that registration was the best way for the concierge to know who was in the building. Mr. Ali also said that the process would be out of the control of the buildings although he agreed with having a central database. Mr. Natchwey said that it was just for the Entertainment Center.

[Mr. Randolph arrived at 7:03 p.m.]

Mr. Ali said that misuse was not an issue at the Entertainment Center. Mr. Natchwey then said that the OA discussed the problems residents incurred at the Marine Corps Marathon with a representative of the Arlington County police, but they did not get much assurance that the problem would be resolved at the next race.

D. Improved Environment: Ms. Lai said that the next orientation meeting would probably be held in April.

V. OLD BUSINESS:

1. Verizon Fiber Optics: Mr. Foschi said that the checklist needed to be signed for installation to begin and that it would take about a week to x-ray the trash rooms. Mr. Ali said that the Board should look at the checklist before they sign it. Mr. Foschi also said that once the checklist is signed, Verizon can provide a start date. He added that elevators would be shut down. Mr. Ali said that Management must send out notices and knock on doors to make sure everyone is out of the building. Ms. Lai suggested having Mr. Iskander look into the document. Mr. Ali added that management must do pre-planning. He also said that he wanted comments from Mr. Iskander and the other Board members and then he would sign.

2. Wireless Internet T-Line: In response to Mr. Foschi's question on whether the upgrade should be made public, Mr. Ali said to keep it low-key and that he would report on it at the Annual Meeting. Mr. Spell said he could give an update to the email group as part of the neighborhood updates.

3. Elevator Restoration Estimate: Mr. Foschi said that to buff out the scratches on both elevators would cost \$1,600.00. Mr. Ali suggested that since the damage could be repeated, to wait until it became intolerable. Mr. Randolph then suggested finding out the cost to replace the brass with a bubble surface, which would be more resistant to scratches, as a deterrent.

4. Front Desk Registration: Mr. Ali said registration should be done on weekends and evenings and that Mr. Foschi should work out controls.

VI. **NEW BUSINESS:**

1. Annual Meeting: Mr. Ali suggested January 17th as the date for sending out the notices; February 15th as the deadline for candidates and cutoff date for delinquencies; February 25th as the date for sending out the meeting package and for letters on delinquencies over \$150.00 with payment due by March 14th. The date for the Annual Meeting is March 18, 2008. Mr. Ali also said that teller fees for the League for Women Voters and for Goldklang should be researched. He added that a lawyer at the meeting could answer shareholder questions and that the contract may include time for meetings. Mr. Randolph said that if the fee was not astronomical, having a legal presence looked more professional. Mr. Ali added that each Board member could prepare a report for the Annual Meeting.

2. Replacement of Penthouse Balcony Dividers: Mr. Foschi said he received 3 proposals including one from EnviroTech for \$7,500.00.

MOTION: Ms. Shahade moved, Ms. Lai seconded, to approve the proposal from EnviroTech in the amount of \$7,500.00 for 12 balcony dividers, the amount to be taken from reserves. The motion passed unanimously (6-0-0).

3. Website Redesign: Mr. Foschi said he compared websites and suggested having one that was more interactive. He also said that with AdSense by Google, the Corporation would make money with every click on the Google window. Mr. Spell added that since Single Digits now sent users to Google, not to the North's website, they need to change back. Mr. Foschi said he could install AdSense by the end of that week.

4. Open Board Position: Mr. Ali said that the position of Vice President was vacant and that the Board should either elect someone or wait until Mr. Iskander was present. Ms. Shahade suggested waiting until the Annual Meeting which was only 1 meeting away. The Board then agreed to continue without a vice president.

VII. EXECUTIVE SESSION:

MOTION: Mr. Spell moved, Ms. Shahade seconded, to close the regular session and convene an Executive Session at 8:22 p.m. There were no objections.

SUBMISSION OF MINUTES

Barbara Seaman,
Recording Secretary
Minute-By-Minute

Approved by:
Chung Lai, Secretary
River Place North
Housing
Corporation