

THE RIVERVIEW ASSOCIATION, INC.
2016 ANNUAL MEETING MINUTES
Saturday, January 14, 2017

Jill Hershfield called the meeting to order at 4:35pm

Ken Altergott nominated Jill Hershfield as Chair of the 2016 Annual Meeting. Second by Suzanne Daniel. Vote: unanimous "yes".

Fred Hart was appointed acting secretary.

1. Secretary's Report:

- **Certifying proxies and determination of quorum:** There being nineteen (19) members attending plus thirteen (13) proxies, a quorum was determined.
- **Proof of notice of meeting:** Proof of notice was determined by email, certified mail and hand delivery along with posting in the elevator and lobby.
- **Approval of 2015 Annual Meeting Minutes:** Motion: Jill Hershfield; Second: Ken Altergott. Vote: unanimous "yes".

New Owners: Jill introduced and welcomed the new owners who were in attendance: Nan Warner, Robert and Pat Nappi & Charles Zajaczkowski.

2017 Board: Jill mentioned that the terms of three Board members expired on December 31st: Jim Glass, Jill Hershfield and Geri Kenyon. Geri was thanked for volunteering her service to fill out a vacant position during 2016. Jim Glass and Jill agreed to continue on the board and Charles Zajaczkowski agreed to join the Board and serve in the remaining position. Therefore, an election was not necessary. Lastly, Ken Altergott was requested, and agreed, to continue as Special Consultant to the Board.

2. Treasurer's Annual Report:

Members received a 2016/2017 financial packet which contained the following:

- 2016 Year End Funds Summary
- 2016 Monthly Income and Expense Statement
- Combined 2016 Budget vs. Actual and 2017 Budget

Jim Carraway, Treasurer, explained details contained in the above reports. Variance factors impacting the 2016 budget included necessary delay for budgeted activities such as installing a new awning at the front of the building, extensive landscaping, replacing breezeway floor coverings and cement work at the back of the building. Some of these projects and expenditures will be shifted to 2017. Lastly, Jim C mentioned that we are looking for safe and liquid investment opportunities for our reserve funds. Members are welcome to offer suggestions.

- **Vote on annual assessment for 2017:** Motion by Jim C to keep the annual assessment at \$800. Second by Ken Altergott. Vote unanimous "yes"
- **Vote on rollover of excess 2016 funds:** Motion by Jim C to rollover the \$43,283.41 excess 2016 funds into the 2017 operating account. Second by Fedora Campbell. Vote unanimous "yes"

3. Year End Report:

- Jill described the recent problems with deteriorating waste water pipes and replacement of the cracked and leaky pipes. Owners are cautioned to keep an eye on ceilings and floors for early detection. In some cases, the leaks are first observed as wet carpet in unit storage rooms. A

wholesale replacement or relining of pipes is seen as prohibitively expensive at this point. (approximately \$200,000). She also alerted owners to check the life of their water heaters as any over 12 years old are risk of leaking. An owner informed those present that they could find out the life through the serial number.

- Sprinkler opt-out voting and paperwork are complete and filed with the state. Documents confirming our vote to Opt Out of installing a sprinkler system will be placed in unit owners Blue Books and carried forward with the deed to new owners when units are sold.

4. Projects and Committees:

1. Otis Elevator Contract Committee – Fred detailed facets of the new five year elevator contract which include a \$50 per month reduction of maintenance fees. Fees are frozen for three years with no more than a 3% increase in each of the last two years of the contract. Otis will provide two months of free services and new padded elevator curtains were provided for no cost to owners (Estimated retail value: \$800). Thanks to Jim G, Jim C, Suzanne Daniel and Sam Hershfield for their assistance.
2. Awning Replacement Committee – Brian Casey indicated that the following decisions have been made: The awning structure will be half-barrel type design with aluminum frame. The actual color of the material is yet to be determined. There is a possibility of added lighting and there may possibly be lettering on the front of the canopy to identify the property (e.g., “1400” or “Riverview Condos” or similar). Hopefully the awning can be completed by the end of April. Brian thanked Alice Powers, Jean MacKellar and Fred for their assistance.
3. Landscaping Committee – Suzanne mentioned a number of possibilities regarding landscaping. There is one company that keeps coming to the top of the list of landscapers regarding expertise and eagerness to assist. Drawings are being developed and a budget is being formulated. The initial budget for exploratory endeavors was only \$4000. The work is expected to occur in phases and will coordinate with awning replacement. Volunteers, if available, may assist with the actual work. Suzanne offers thanks to the committee members: Geri Kenyon, Cathy Brown, Brian/Cathy Casey. Larry/Kaye Thomas & Ken Altergott.
4. Hallways Floor Cover Committee – Jill spoke for Jim Glass in his absence. The committee is on hiatus since the deep cleaning of the carpet was successful beyond expectation. The building maintenance worker will follow up with select carpet cleaning as the need arises. The recent purchase of a carpet shampoo machine and a tile cleaner/steamer has been a significant help.
5. Parking lots: Jill stated that the curbs around the front parking lot have now been power blasted/cleaned and painted. Thanks to the residents for the high level of cooperation in dealing with necessary temporary parking restrictions. Also, thanks to Ken for his voluntary assistance. Curbs at the back of the building and the speed bumps will also be cleaned and painted in the near future.
6. Blue Book Updates: Fred highlighted the changes to the Regulations (green sheets) which were characterized as better describing rules that were already in effect. Required paperwork emanating from the recent Sprinkler Opt-out affirmative vote will also be added to the Blue Books. Blue Books will likely be updated at a Blue Book Update Party to be held next month.
7. Trash disposal: Geri headed a campaign to improve owners' handling of trash, while sighting problems with trash becoming trapped in the trash chute and with poorly bagged garbage and boxes being sent down the chute. Residents are reminded to break down boxes and placing them in the ground level trash bin. The bags that residents receive at store checkout counters (such as at Walmart and Publix) are inadequate for bagging garbage. Samples of adequate bags were previously distributed to residents as acceptable examples. Jill reminded residents that glass and even broken down boxes should be doubled bagged before sending down the chute. The sharp edges can break through the bag. Jill, Suzanne and Margy were thanked for their assistance in distributing the sample bags.

5. On-going and New Committees:

- Orientation Meeting Committee New members are welcome and needed.
- Landscaping Committee Continuing
- Awning Committee Continuing
- Finance Committee Continuing

Motion to adjourn meeting by Ken. Second by Suzanne. Unanimous “yes” vote. Jill declared meeting adjourned at 5:28pm and thanked members for attending.