

**THE RIVERVIEW ASSOCIATION, INC.**  
**DIRECTORS' MEETING # 5 Friday, January 13, 2017**  
**MINUTES**

**ATTENDEES:**

**Jill Hershfield - Secretary & Acting President**

**Suzanne Daniel - Vice President**

**Jim Carraway - Treasurer**

**Ken Altergott - Special Consultant to the Board**

**Brian Casey - Director**

**Fred Hart – Director & Acting Secretary**

**Geri Kenyon - Director**

**ABSENT: Jim Glass - President (absence due to illness)**

Jill Hershfield called the meeting to order at 4:29pm.

Jill reported that the notice of the meeting was posted and emailed 48 plus hours before the date/time of the meeting.

**Treasurer Report:** Jim Carraway reported that the reserves now total \$191,349.90 and the operating balance equals \$43,283.41. All bills are paid up to date.

**Secretary Report:** In order to maintain an efficiently and smoothly operating Board meeting and to more closely conform to normal meeting procedures, audience comments are reserved for the end of the meeting and any handouts from the Board will also be distributed to attendees at the end of the meeting.

Minutes from Meeting # 4, held on November 18<sup>th</sup> were approved as written. Motion by Suzanne & second by Geri. Unanimous approval by vote.

**Committee Reports:**

Landscaping (Suzanne): The committee has winnowed down possible landscaping companies to two. Professionals are being accessed to generate ideas and drawings. The committee will be providing drawings, details and a budget to the Board for approval. Improvements will likely be implemented in phases.

Awning (Brian): The number of choices has been narrowed greatly and Brian submitted several final options for Board approval. The Board decided to vote on each of the choices, while expressing that all were viable and mostly a matter of personal taste. The results are as follows: Rounded canopy shape selected over angular Motion: Brian; Second: Suzanne; Vote: unanimous "yes". Aluminum structure w/o powder coating Motion: Jim C; Second: Fred; Vote: unanimous "yes". Color of awning – cyan/blue palette to compliment the lobby colors versus terracotta/red palette to match the mansard shingles area that now exists at the top of the building. Inconclusive, evenly divided vote. Conversations on color selection will continue with Jim Glass included in the decision-making. Other remaining decision: awning/stair lighting and lettering on the front of the canopy. March/April date of completion is estimated.

Resident Trash (Geri): Heavy duty bags are in increasing use for trash that is sent down the trash chute and significant improvement has been seen regarding trash room sanitation. Monitoring will continue.

Financial (Jim Carraway): The committee is on-going with new/additional members welcome. One issue will be the possibility of investing, within legal guidelines, of the sizable reserves funds. Thanks to the committee members: Geri Kenyon, Sam Hershfield and Larry Thomas.

Employee Review (Jill): Jill is overseeing review of our part-time maintenance and cleaning service providers. Service quality is generally seen as satisfactory. Supervision will continue.

Rules and Regulations (Fred): Revisions were made in the Regulations (green pages) of the Blue Book to clarify wording. Board members had the opportunity to read and comment on the changes. Motion by Fred that the revised Regulations section be adopted as presented. Second by Brian. Vote was unanimous in favor. The revised Regulations will be printed and added to unit owners' Blue Books, likely at a future Blue Book Update Party similar to past practices. Elevator Opt-Out paperwork will also be added to Blue Books at that time.

Voting Certificates (Jill): Jill and Geri have searched unit files and online sources to achieve near 100% compilation of certificates for the applicable units.

**OLD BUSINESS**

**1. Maintenance Projects Status - Jill**

Touch up of balcony ceilings and exterior walls – 99% finished

Touch up painting of building and unit doors - finished

Power washing and painting of front curbs – finished (with rear curbs and speed bumps to follow)

Carpet cleaning of hallways and elevator – Results are favorable and Bob will continue bi-weekly use our cleaning machine on dirty areas in the hallways and elevator.

## **2. Speaker system for meetings – Fred (& Jim G)**

An experimental, stand-alone, wired (verses Bluetooth) system was used for this meeting with positive results. We are one step closer to finding an affordable solution. Fred and Jim G will experiment further and possibly purchase a similar system for future use.

## **3. Repainting unit doors (Jim C reporting for Jim G)**

Bids are being collected for stripping and painting all unit doors. Hardware replacement is also being considered. The total cost will amount to approximately \$11,000 to \$12,000. More bids and further consideration will occur.

## **NEW BUSINESS**

### **1. Stack Waste Pipe Cracks (Jill & Brian)**

The waste water pipes in 305-405 and 406-506 have been repaired. The Board discussed general options such as replacing all gray water pipes in the building but \$200,000 verses less expensive repair or relining the pipes which seems more fiscally prudent. For now, repairs will be performed as needed and the Board is not considering total lining of pipes.

### **2. Units for Sale or Lease (Geri)**

Three units are currently being considered for sale or lease. Reminders have been sent to these owners regarding the need for a compliance check and orientation meeting before a unit can be rented or sold.

### **3. Resident Concerns (Jill)**

- An owner submitted a letter informing Board just as a courtesy that the windshield of a car parked in front of the building was apparently cracked but the actual cause is unknown so this is an FYI.
- An owner questioned, via a memo dated January 11<sup>th</sup>, why there are fewer bulletin boards in the lobby/elevator & felt that using tape to hold notices to the wall was unsightly. The unit owner's note will be passed on to the Lobby Refurbishment / Decor Committee.

### **4. Future Committees (Jill)**

Jill discussed the need for an Orientation Meeting Committee & will solicit possible members. The Awning, Finance, and Landscape will continue. The Hallway Covering Committee is not necessary, for now, as the professional cleaning was successful.

### **5. Annual Meeting Agenda (Jill)**

Jill handed out a copy of the agenda and reviewed individual Board member responsibilities regarding the various topics

**Board Meeting adjourned at 6:15pm.**