

THE RIVERVIEW ASSOCIATION, INC.
DIRECTORS' MEETING # 4
Wednesday, October 11, 2017
Minutes

ATTENDEES:

Jim Glass - President Jill Hershfield – Secretary
Jim Carraway – Treasurer Charles Zajackowski – Director

BY CONFERENCE CALL: Brian Casey & Fred Hart – Directors

ABSENT: Suzanne Daniel – Vice President, travel

CALL TO ORDER:

Jim Glass, president, called the meeting to order at 9:29am and reported there was a quorum with four present and two on conference call. Jill confirmed she posted notice of the meeting with agenda 48 hours prior to this meeting and sent to all owners with email.

APPROVAL OF BOARD MEETING #3 MINUTES:

There being no changes needed, Jim Glass made motion to approve of April 18, 2017, Board Meeting #3 Minutes. Second: Charles, Vote: Unanimous to approve

TREASURER REPORT:

Jim Carraway reported all bills are current. As he was traveling, he will complete financial reports, normally given at a Board Meeting, and email to the Board next week. He did state the Contingency Reserve Fund has reached maximum and future funds for that reserve will be deposited into the Elevator Reserve.

• **ANNUAL MEETING**

- **Date:** Saturday, January 20, 2018 at 4:30pm at The Riverview.
- **Super Majority 75% Vote:** Discussion of presenting to the membership for vote two changes to our governing documents:
 - To allow certain classification of trucks use of the uncovered and covered parking areas for overnight parking. Discussion of why this is now acceptable: Trucks have evolved into a variety of styles which are now acceptable additions to our parking areas. Charles will draft wording for this revision, present to the Board, with our association attorney reviewing and approving.

Jill made motion to present for 75% membership approval at the annual meeting the changing of our current parking regulation to include allowing certain class of trucks for overnight parking in the uncovered and covered areas. Second: Charles, Vote: Approved unanimously

- To expand floor covering options to include items other than carpeting. Jim C. explained the reason to make this change is new sound proofing materials are now available. Jim C. will have suggested wording for this change available to the Board in two weeks. Along with the board, owners will be able to view samples. Sound proofing

guidelines of the industry will be used in drafting this proposed change in required flooring material. Our association attorney will review and approve the revised rule.

- Jill made a motion to present for 75% membership approval at our annual meeting a revision to our current rule of wall to wall carpeting to allow alternative flooring materials with both carpeting and other materials meeting industry standards for sound proofing.

Board agreed to send a letter to the owners with the First Notice of Annual Meeting clarifying these additions to current documents and the board's recommendation of these additions to our parking and floor covering rules.

- **RIVERVIEW SAFETY**

- **Hurricane Procedures**

- Jill suggested that the board review what worked, didn't work and what changes to make to the hurricane preparation procedures used for Irma. Jill & Suzanne will present suggested changes at the next board meeting. The board thanked all the residents who aided in preparing for Irma.

- **Police Officer Safety Meeting**

- Jill is asking an officer from the Bradenton Police Department to come and inform the residents of safety rules they can practice for themselves and the building. The officer will present at November 1st monthly coffee at 9:30am. Once we have confirmation of the date, the notice will be posted.

- **Riverview Safety Procedures**

- Jim G. stated that safety issues should be a concern of all and remember to close securely all seven doors. Bob & Sam are investigating adding additional lights at the back-stairwell entries and the dumpster area. Residents are to contact the police immediately if they observe any undesirable people attempting to enter the building or trespassing on the property.

- **RESIDENTS/OWNERS**

- **Review of Riverview**

Jill asked if a review of Riverview rules & regulations plus handouts, which new owners and renters receive at their Orientation Meeting, be given out to everyone. This would include updating their profile which has not been done recently. This orientation will be part of the annual meeting agenda. Jill will prepare draft of update form and handouts.

- **Unit Sales**

Jill asked for approval to charge for paperwork required by the Board for unit sales. This is estoppels plus any additional documents. All agreed. Jim C. will send Jill a list of suggested fees for completion of these papers.

- **Unit Owners Property Insurance**

Discussion of whether the Board could require owners to have property insurance. In 2009, there was an explicit provision in the Condominium Act that required unit owners to carry insurance, but that provision was amended out of the act in 2010. If associations want to require unit owners to obtain insurance, they should make sure the requirement for owners to insure their units is clearly set forth in their governing documents. Jim will discuss with our attorney.

- **Water Heater Life**

Jill asked if the board could do more than recommend that water heaters be routinely replaced after certain number of years. The Board stated this recommendation at the 2016 Annual Meeting. Fred will add this as a safety check during compliance reviews. Jill will research further how other condominiums are handling.

- **MAINTENANCE**

- **Current Special Projects**

Bob is concentrating on completing outdoor projects now that the weather is cooler. He is connecting a beautiful water fountain in the back which will have will provide light to that area at night adding safety. We have Larry & Donna O'Dea (#402) to thank for this wonderful addition to our back landscape. He will continue to paint the laundry rooms in addition to his weekly projects.

- **Building Supervisor**

Jill pointed out that since 2012 board members have volunteered managing the building including dealing with outside vendors and building maintenance. This was to be a temporary arrangement which now has been 5 years. We agreed it was time to hire a part time supervisor who is a resident of The Riverview. We will create a job description and present to the residents.

- **COMMITTEE REPORTS**

- **Awning** – Brian reported all finished and thanked directors to helped with this project in his absence. Brian & Jim G. will work on getting the front awning electrical connection corrected and the chipped pavers repaired. We have money from the awning company to correct these items.
- **Landscape** - Suzanne, Jim G and Charles will review what landscaping projects to do this year. They will plan future projects and present for consideration in next year's budget.
- **Finance** - Jim C. reported he and Jim G. would present proposed budget for discussion at the next board meeting.

- **Orientation/Compliance/Safety** – Jill and Margy will handle changes that are needed to Orientation and prepare handouts for Annual Meeting. Fred will update the Compliance Check List to include checks on safety issues.
- **BLUE BOOK**
 - **Q&A Section** - All directors will review and suggest updates and additions to the questions.
 - **RULES & REGULATIONS** - Fred will handle after the annual meeting so any changes to our documents can be included.

All business completed, Jim G. made a motion to adjourn at 11:11am. Second: Jim C. Vote: Unanimous in favor.