

THE RIVERVIEW ASSOCIATION, INC.
BOARD MEETING MINUTES
20 April 2023

Attendees: President Jill Hershfield, Vice President John McGowan, Treasurer Jone Flanders, Secretary Dilip Kondepudi, Directors Ken Altergott, and Mike Palladino

Jill H called the meeting to order at 1:35pm.

1. Determination of Quorum: All directors present

2. Proof of Notice of Meeting: Notice posted on 18th April and emails sent on 18th April.

3. Approval Minutes: Motion to approve 6th April Board Meeting Minutes by Ken Altergott, Seconded by Dilip Kondepudi. Vote: Unanimous

COMMITTEE REPORTS

1. Finance: Jone Flanders

a. 2023 Budget:

- We have been using, by default, the 2022 Budget. There is not enough revenue in this budget to cover the required additional \$30-40K. We need a budget for 2023. At this point, the documentation needed for an audit was not yet available. A more detailed audit may be necessary and that would take time and cost more. To have revenue to cover the current budget shortfall, the Board cannot wait for the audit to be completed before a 2023 budget can be proposed.

A motion that was passed by the previous Board requires the audit to be completed before a 2023 Budget can be proposed.

Motion To Rescind the previous motion that required the completion of the audit before a 2023 Budget.

Motion by Mike Palladino, Seconded by Ken Altergott. Passed by unanimous vote.

Motion To propose a 2023 Budget before the Audit.

Motion by Mike Palladino, Seconded by Jack McGowan. Passed by unanimous vote

b. Transfer of Candence Bank checking and reserve accounts

A transfer has been made and we can now access the account.

c. Outstanding dues Some owners could not pay their dues due to banking issues. The owners are reminded to either drop checks in the association slot or mail to the Interim Manager-

d. Riverview Master Insurance Policy: There was an issue with this Policy not being renewed by the prior management company and some owners received notices from their mortgage companies. This was addressed immediately and the policy was renewed. If anyone has issue with it, please notify the treasurer immediately and obtain a certificate of insurance.

2. Milestone Inspections (Mike)

- For the legally required Milestone Inspection, two quotes were obtained. Delta and Universal Engineering Sciences (UES) submitted a proposal for conducting the inspection. The committee recommend selecting UES. The inspection will be done before the waterproofing work (which is expected to begin in January). To proceed with the contract, half the fee needs to be paid by 6 May. After 6 May the fee might increase. Our attorney needs to review the contract before it is signed.

Motion to have the UES proposal reviewed by our attorney and based on his recommendations, the final proposal to be signed by Jill.

Motion by Mike Palladino, Seconded by Ken Altergott. Passed by unanimous vote

- Our engineering contact at Universal (UES)-will be receiving bids from contractors around May 2nd and will need a week of preparation afterward. Hoping we can meet mid-month to select a contractor.
- In preparation for the building inspection, digital copies of the building blueprints were made.

3. Maintenance (Ken, Jack)

a. Water Intrusion: Water intrusion into stack 4 is being investigated starting from apt. 804. Trying to remedy water leaks in unit 604 also. We will know where the intrusion is occurring when there is a good amount of rain.

Every time it rains, there is water intrusion into unit 603. Mike Palladino is looking into this issue and hopes to remedy it ASAP. The contractor who will be chosen to do the waterproofing will be consulted about possible solutions. Access to unit 703 may be needed.

b. Building Maintenance

The sewage backup in unit 104 has been cleared. Cause of the 2nd backup could not be determined. Many of the pipes are old and may cause more problems. Premier Plumbing recommends replacing several pipes.

Motion to replace pipes in unit 104 as Premier Plumbing recommends.

Motion by Jone Flanders, Seconded by Dilip Kondepudi. Passed by unanimous vote

4. Transfer of documents from AFP (Jone, Jill)

One flash drive with Association Documents was obtained from All Florida Services.

5. Management Company Interviews (Jill): Discussion postponed to next meeting.

OLD BUSINESS

1. Director election results (Jill): The election monitor informed Jill Hershfield that the election results are confidential and should not be released to the owners.

2. Appointment of seventh director to the board (Jill)

Motion to appoint Griff Griffiths as the 7th member of the Board.

Motion by Ken Altergott, Seconded by Mike Palladino.

Vote: 3 Yes, 3 No. Motion did not pass.

3. Keys to directors (Ken): Keys to the key room have been given to all new Directors.

NEW BUSINESS (Jill)

1. All Florida Services: All Florida Services (AFS) did not pay several bills on time. Consequently, the association has incurred additional cost in interest charges for these unpaid bills. AFS is in violation of its legal responsibility. Our attorney is being consulted regarding this issue.

2. Additional committees

a. Orientation Not discussed

b. Landscaping. No committee is needed until the waterproofing work on the building is completed. Mike Palladino volunteered to oversee landscaping until then.

c. Newsletter Directors discussed and not needed

d. Building Maintenance

Motion to have Jack McGowan lead a *building maintenance committee* with owner members.

Motion made by Jill Hershfield, Seconded by Jone Flanders. Passed by unanimous vote.

3. Newsletter vs Board Content: The Board suggested making an agreement about contents of Riverview Community Newsletter. Dilip Kondepudi said that it is up to the Newsletter Committee and the committee will respond to the request. To avoid perception of a conflict of interest, Dilip Kondepudi will recuse himself from any future discussion regarding the Newsletter, since he initiated Newsletter and continues to edit it.

4. Website and Stanchion Postings:

To clarify what is posted on the website and in our lobby, Jill explained a draft of the 2023 annual meeting is posted on the Riverview website as it will not be approved until the next annual meeting. Approved Board minutes for the year will be posted on the website. Other association documents will be posted as they become available. The stanchion in the lobby is for Board and maintenance notices.

OWNER COMMENTS: The association has two contractors who work for the Riverview. Tom Leckinger voiced his concern that the association is not meeting the IRS requirements for contractors. Jill said the association *does* meet the IRS regulations and the association has sought legal advice over this issue. She suggested that he may pursue other means of addressing his concern. No further comment on this issue from him was accepted.

ADJOURN

Motion to Adjourn by Jack McGowan Seconded by Ken Altergott. Vote: Unanimous.

PRESIDENT NOTE: I missed the following agenda item, Orientation:

Geri Kenyon has volunteered to continue updating the In-House Directory. She has offered to be chair of the Orientation Committee.