

BOARD MEETING MINUTES, 21 SEPT 2023

**THE RIVERVIEW ASSOCIATION, INC.  
BOARD MEETING MINUTES  
21 September 23,2023. 1:30pm**

**Attendees:** President Jill Hershfield, Vice President John McGowan, Treasurer Charles Zajackowski, Directors Ken Altergott (via phone), Dilip Kondepudi, Mike Palladino and Jone Flanders

**Jill called the meeting to order at 1:30pm**

**1. Determination of Quorum:** All Directors present.

**2. Proof of Notice of Meeting:** Notice posted on 19 Sept and emails sent on 19 Sept.

***Motion to approve 17 Aug Meeting Minutes***

**Motion made by Charles, Seconded by Dilip. Motion passed by unanimous vote.**

**FINANCE**

**a. Financial reports to date** (Charles): Charles is working with our CPA, Jeff, to get the financial records in order. Shingles has been added to the list of reserve items. There is currently no item in the reserve for the carport. Carport roof and shingles were replaced 15 years ago. Replacement cost for the roof and shingles is approximately \$52,000. In addition, the insurance for the carport costs nearly \$12,000, or about \$417 each for the 28 parking spaces in the carport.

**b. Special assessment status** (Charles): Painting and sealing the building has been completed. Currently, 67% of the budget has been spent. There may be a surplus from the painting budget. Shingles replacement will begin during the first two weeks of October (no firm date at this point) and it is expected to take about a month to complete.

*Owners were mailed invoices for the special assessment. A check can either be mailed to the address on the invoice or dropped off in the mail slot in the lobby.*

**c. 2024 Budget.** Charles is currently working on 2024 budget and the special reserve that needs to be included in it. (As noted in earlier minutes, future carport fees will cover carport insurance plus reserve for roof and shingles of the maintenance of the carport.) That amount will be around \$412 per year. *When the figures for the carport expenses are finalized, carport owners will be informed about the additional fees for the carport that will be collected every quarter.*

**REPORTS**

**1. Maintenance** (Mike and Jack)

**a. Building envelope:** Painting and sealing the building has been done. Landscaping will be taken up when the building work is completed, probably next year. Some bills for the building work were sent to Bob. This error is being addressed.

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**b. Asphalt front parking and back driveway:** Bids were received from 3 companies. The bid from Advanced Asphalt was competitive and better than other bids and it was accepted. Top layer of the asphalt will be removed and replaced, speed bumps removed and the driveway will be regraded to improve water drainage. Asphalt in the rear carport will also be redone.

Asphalt replacement is expected to begin in the 2<sup>nd</sup> week of November. The front and rear carports will be closed for 3 or 4 days for redoing the asphalt. Work on the front and rear parking areas will be done at different times. Residents will be notified of the exact dates during which these parking areas will be closed for 3 or 4 days.

**Management Company** (Charles): Our attorney, Kevin Edwards, is looking through the contract. It is expected that the contract will be signed in a few days.

### OLD BUSINESS

None

### NEW BUSINESS

**a. Implementing our current CC&Rs:** (Jill) In October 2022, the Board voted to give variances to the wall-to-wall carpet requirement and allow units to install solid floors that are of Sound Transmission Class (STC) equal to or larger than 65 (rated as “soundproof”). *However, since the wall-to-wall carpet requirement is a part of the Declaration of the Covenants, Conditions and Restrictions (CC&R) of the Riverview Inc., it can only be altered by obtaining a 75% favorable vote from the association membership.* Consequently, the Board needs to adopt a resolution to return to original wall-to-wall carpet requirement. Apartments in which solid floors were installed as per the variance the Board voted on in Oct. 2022, will be allowed to keep them (grandfathered).

**Motion to schedule a meeting to consider passing a resolution to return to the requirements of Riverview Inc. CC&Rs with a 14-day notice.**

**Motion made by Jill, Seconded by Jack. Motion passed with 5 YES and 2 NO votes.**

**b. Annual meeting questionnaire:** A questionnaire for the 2024, Annual Meeting, which is tentatively scheduled on the 20<sup>th</sup> January, will be prepared for our lawyer, Kevin Edwards.

### ADJOURN

**Motion to adjourn by Jill seconded by Dilip. Vote: Unanimous**

Meeting adjourned at: 2:30.