

River Place Owners' Association
FINAL Minutes from the Board of Directors' Monthly Meeting
Tuesday, September 11, 2018

In Attendance – Board of Directors

Pat Fairman – President (President, West)
David Williams – Vice President (Parcel 5, Commercial Village Representative)
Troy Dibley – Treasurer (via telephone)
M.J. Schmelzer – Secretary (President, East)
Hashmat Ali – Director (President, North)
Waqas Ali – Director (Parcel 5, Commercial Village Representative) (via telephone)
Janice Mays – Director (President, South/Parcel 5, Commercial Village Representative)
Sara Shahade – Director (Director, South) (via telephone)

In Attendance – Property Management

Bill Smith – General Manager

I. Call to Order

A meeting of the River Place Owners' Association Board of Directors convened on Tuesday, September 11, 2018 in the South Building's Entertainment Center. Board President Pat Fairman called the meeting to order at 6:00 p.m.

II. Approval of Meeting Agenda

MOTION: Mr. H. Ali moved to approve the September 11, 2018 Board meeting agenda as presented. Ms. Mays seconded, and the motion carried unanimously (7-0-0).

(Waqas Ali joined the meeting at this juncture at 6:01 p.m.)

III. Approval of Prior Monthly Meeting Minutes

MOTION: Ms. Mays moved to approve the minutes from the July 16, 2018 Board of Directors meeting with two revisions. Mr. Williams seconded, and the motion carried unanimously (8-0-0).

IV. Reports

A. President's Report: Ms. Fairman reported the following information:

1. Ms. Fairman explained some River Place South unit shares were foreclosed upon by River Place South, and a lender applied to take over those shares as well as some parking spaces based on the language in Paragraph 39 of the proprietary lease. Ms. Fairman explained why such transactions are not permissible without the release of a lien, the lender clearing the title and the shares being transferred. Ms. Fairman recommended an addendum to the proprietary lease to note this information; and stated the River Place West Board of Directors will further discuss this matter with input from Attorney Mike Gartner.
2. Each OA Board member was provided a binder and a thumb drive with the OA's corporate documents. Additional documents will be added as needed.

ACTION: The corporate documents will be sent to Waqas Ali for adding to the appropriate section on the Association's web site.

- B. Management Report: Mr. Smith reported the following information:
1. Monthly Manager's Meetings: The monthly managers' meetings continue. The West Building is working on a roof coating project. The North Building will soon begin boiler work. The South Building is planning some balcony refurbishments; and the East Building just finished up their elevator modernization project.
 2. Shareholder Request: Board members discussed a request from shareholder Brian Fredericks regarding his parking space.
MOTION: Ms. Schmelzer moved to approve switching parking space MP-501 with MP-482; and for the spaces to be repainted. Ms. Mays seconded, and the motion carried unanimously (8-0-0).
- C. Treasurer's Report: The draft audit prepared by the Goldklang Group CPAs, P.C. was circulated to Board members. Mr. Dibley highlighted the recommendations raised in the audit. Goldklang has also begun tax preparation for the OA's 2018 fiscal year. Goldklang submitted a proposal with a fee structure to provide audit and tax filing services for 2019 and 2020.
DECISION: The Board of Directors agreed by unanimous consent to defer approval of the 2017-2018 draft audit to allow time for further review and an electronic vote; and to review the proposal from Goldklang to provide audit and tax filing services in 2019 and 2020 for the matter to undergo an electronic vote.
- D. Board Approvals and Bids for Consideration:
1. HVAC Project: Board members discussed the work needed to three HVAC units; what will be required to ensure the project is successfully performed; and the bids submitted to perform the work.
MOTION: Ms. Schmelzer moved to approve a contract with A&T Heating and Air Conditioning to perform work to three HVAC units and the required ductwork, provided that A&T fully understands the scope of work. Ms. Mays seconded, and the motion carried unanimously (8-0-0).
 2. MP Garage Project: Board members discussed the bids submitted for the MP garage project.
MOTION: Mr. H. Ali moved to approve a contract with Commercial Waterproofing, Inc. (CWI) to perform the MP garage repairs noted in the materials section of the bid summary, with West Building Chief Engineer Quentin Casper to negotiate a total contract cost not to exceed \$1 million. Ms. Schmelzer seconded, and the motion carried unanimously (8-0-0).

MOTION: Ms. Schmelzer moved to engage West Building Engineer Quentin Casper to serve as Project Manager for the MP garage repair project at a cost not to exceed \$30,000. Mr. H. Ali seconded, and the motion carried unanimously (8-0-0).

V. Project Reports

The latest project reports were included in the September 2018 Board packet. Mr. Smith provided updates concerning the garage doors; the new landscaping; and analysis of the sink hole, with no major issues found.

VI. Adjournment to Executive Session

With no other business raised, the September 11, 2018 Board of Directors meeting was adjourned at 7:39 p.m. The Board then held an Executive Session to discuss confidential Association matters.

The next OA Board of Directors meeting will be held on Tuesday, October 9, 2018 at 6:00 p.m.

These minutes were respectfully drafted and submitted by:

The Professional Documents
■■■ Service

Attested By:

Board Approval Date:

M.J. Schmelzer, Secretary

River Place Owners Association Board of Directors