

River Place Owners' Association
FINAL Minutes from the Board of Directors' Monthly Meeting
Tuesday, December 4, 2018

In Attendance – Board of Directors

Pat Fairman – President (President, West)
David Williams – Vice President (Parcel 5, Commercial Village Representative)
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)

Regrets – Board of Directors

Troy Dibley – Treasurer

In Attendance – Property Management

Bill Smith – General Manager
Nafeesa Saafir – Assistant General Manager

I. Call to Order

A meeting of the River Place Owners' Association Board of Directors convened on Tuesday, December 4, 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 December 4, 2018 Board meeting agenda as presented. Ms. Mays seconded, and the motion carried unanimously (7-0-0).

III. Reports

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

1. An Executive Session will be held to approve Christmas bonuses for the staff.
2. Ms. Saafir will present the previous month's financial summary in the absence of Treasurer Troy Dibley.
3. The new, custom-made pool cover has been fabricated.

B. Management Report: Mr. Smith reported the following information:

1. The East Building will have window work performed in the spring. The North Building Board of Directors is working to establish a Lobby Renovation Project Committee. The West Building recently finished their roofing project. There are no major projects happening at the South Building.
2. Mr. H. Ali mentioned there is resident who desires to install a ramp in the main hallway. Mr. Smith stated the ADA regulations must be reviewed before a ramp is installed, as the buildings are currently grandfathered in; and the addition of a ramp may require the entire property to undergo major changes to meet current ADA standards.
3. Ms. Mays mentioned that some balconies are leaking at the South Building, but that many residents have covered the concrete flooring, making it difficult to address the issues beneath the coverings. Ms. Fairman stated that a similar problem previously arose in the West Building that required the removal of the floor coverings.

C. Treasurer's Report: In the absence Board Treasurer Troy Dibley, Ms. Fairman reported that the draft 2019-2020 budgeting process is underway.

IV. Temporary Adjournment to Executive Session

The December 4, 2018 Board of Directors meeting was temporarily adjourned to Executive Session at 6:09 p.m. for the Board to discuss confidential Corporation matters, including employee pay and bonuses; staff training; and delinquencies.

(Ms. Mays exited the meeting during Executive Session at 7:03 p.m.)

V. Adjournment of the Executive Session; Reconvening the Board of Directors Meeting

The December 4, 2018 Executive Session was adjourned at 7:18 p.m. The Open Session was then immediately reconvened, and the following votes were noted from the Executive Session:

MOTION: Ms. Schmelzer moved to purchase Parking Space NP31 for \$9,000, as the previous offer for the space had been withdrawn. Ms. Mays seconded, and the motion carried unanimously (7-0-0).

MOTION: Ms. Schmelzer moved to approve the employee bonuses as delineated on the spreadsheet discussed. Ms. Shahade seconded, and the motion carried unanimously (7-0-0).

VI. Board Approvals and Bids for Consideration:

A. Proposal to Replace/Re-Strap Pool Lounges:

MOTION: Mr. H. Ali moved to approve the purchase of 42 new pool chaise lounges and the re-straping/refinishing of 29 armchairs at a total cost of \$10,980.35. Mr. Williams seconded, and the motion carried unanimously (6-0-0).

B. Back Gate Openers: Mr. Smith explained that two proposals have been received for new back gate openers. The first proposal from Durana includes new operators and the required hardware for \$10,177.52. The second proposal is for the purchase of a new gate at a cost of \$11,000.

C. School Bus Stop: The Board of Directors discussed the location of the school bus stop, which is in an unsafe location and blocks traffic in its current spot.

DECISION: The Board of Directors agreed by unanimous consent that the school bus stop should be moved to a new location near the playground, which is much safer for children than waiting by the road.

VII. Project Reports

The latest project reports were included in the December 2018 Board packet. Mr. Smith provided update concerning the various topics, including security cameras, garage leaks, lighting, HVAC work, installation of the new pool cover, and various River Place events.

VIII. Approval of Prior Monthly Meeting Minutes

MOTION: Ms. Schmelzer moved to approve the minutes from the October 9, 2018 Board of Directors meeting as presented. Mr. Williams seconded, and the motion carried unanimously (6-0-0).

IX. Adjournment

With no other business raised, the December 4, 2018 Board of Directors meeting was adjourned at 7:41 p.m.

The next OA Board of Directors meeting will be held on a date and time to be determined and publicized to shareholders.

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
