

River Place Owners' Association
Final Minutes from the Board of Directors' Meeting
Thursday, July 18, 2024

In Attendance – Board of Directors and Treasurer

Matthias Mitman – President (Parcel 5 Commercial Village Representative)
Lauren Hall – Secretary (South Representative) - joined the meeting at 6:03 p.m.
Andrew Spell - Treasurer (Non-Voting Officer) - left the meeting at 6:59 p.m..
Hassan El Shazly- Director (East Representative)
Richard Hess - Director (Parcel 5 Commercial Representative)
Amy Rojas Kantorczyk - Director (Parcel 5 Commercial Representative) - left the meeting at 7:02 p.m.
Olivier Lombard - Director (North Representative)

Absent - Board of Directors

Pat Fairman - Vice President (West Representative)

In Attendance – Property Management and Guests

Terry Presmont - General Manager

- I. **Call to Order:** A meeting of the River Place Owners' Association Board of Directors was called to order by Matthias Mitman at 6:00 p.m. EDT.
- II. **Approval of Agenda:**
MOTION: Mr. Hess moved to approve the agenda as presented. The motion carried unanimously.
DECISION: At this juncture, the Board decided to hear the President's Report as Ms. Hall had not yet joined the meeting to present the prior meeting minutes for approval.
- III. **Approval of Prior Meeting Minutes**
• Draft meeting minutes for the May 23, 2024 organizational meeting
• Draft meeting minutes for the June 20, 2024 monthly meeting
DECISIONS: It was determined the May 23, 2024 meeting minutes were already approved. The Board tabled approval of the June 20, 2024 meeting minutes to allow more time for preparation.
- IV. **President's Report:** Mr. Mitman previewed a topic to be discussed in Executive Session, highlighted process to develop issues for the Board through topical examples of parking space sales, and patrol and budget feedback.
During the President's Report at 6:03 p.m. Ms. Hall joined the meeting.
- V. **Treasurer's Report:** Mr. Spell reported on the June 2024 financial report with year-to-date budget comparison provided to the Board by financial management agent *FirstService Residential (FSR)*, highlighting improvements in presentation, and questions for *FSR*. A balance sheet, a cash report, a reserve report and a delinquency report were not directly discussed; however, reserve contributions were reported.
Following the Treasurer's Report the Board returned to Approval of Prior Meeting Minutes before continuing with the agenda via the Manager's Report.
- VI. **Manager's Report:** Ms. Presmont raised perimeter fence work, "cold asphalt patching", front gate arms, and landscape watering, and noted parking occupancy reports were anticipated to be raised in Old Business during the parking space sales discussion. There was no discussion about the Community Inspection Report.
- VII. **Committee Reports:** Mr. Mitman reiterated the status of committee work as referenced in the President's Report.

VIII. Old Business:

- 1) **Fitness Equipment Proposal:** Ms. Presmont reported on costs saved and responded to the previous month's question of whether equipment being replaced had a trade-in value.

During this item it was noted that Ms. Rojas Kantorczyk left the meeting at 6:23 p.m. and returned at 6:24 p.m.

- 2) **Parcel 3A ALTA survey:** Ms. Presmont reported she anticipates the survey report once the vendor is paid.
- 3) **WP Garage leak repair proposal:** It was reported the result of a prerequisite decision was still pending.
- 4) **N. Lynn St. pedestrian walkway project update:** Ms. Presmont and Ms. Rojas Kantorczyk reported on an onsite meeting, and a discussion ensued in which Mr. Lombard agreed to chair a Landscape Committee.

Early in discussion by approximately 6:31 p.m. Ms. Rojas Kantorczyk left the meeting but rejoined by approximately 6:35 p.m.

DECISION: The Board agreed to activate a Landscape Committee to develop proposals on various issues including regarding funding aspects of this pedestrian entry.

- 5) **Modernization project update:** A report was delivered and more time for review was needed.

DECISION: The Board agreed to table discussion until the August meeting.

- 6) **Update on HVAC compression refrigerant leak:** Ms. Presmont reported that information regarding equipment repair and a preventative maintenance agreement were anticipated ahead of the August meeting.

DECISION: The Board tabled action until repair information was presented.

IX. New Business:

- 1) **FY 2023-2024 audit:** Ms. Presmont reported on the timing of activities during the annual audit process.

- 2) **Landscape Committee:** This item was addressed in conjunction with another item during Old Business.

- 3) **OA parking space sale process:** Mr. Hess conducted preliminary work on this effort but was seeking confirmation on a data point.

ACTION: Ms. Presmont to confirm with Mr. Hess, on July 19, 2024, the number of parking spaces in the Association's jurisdiction in support of his analysis.

Toward the end of this discussion Mr. Spell left the meeting at 6:59 p.m. and Ms. Rojas Kantorczyk left the meeting at 7:02 p.m.

At this juncture, Ms. Presmont raised an item listed with the final agenda item, seeking confirmation for the next meeting, set for 6 p.m. EDT Thursday, August 15, 2024. It was noted one officer and one Director preferred a 5:30 start time and another officer was anticipated to be able to join at the earlier time. It was of interest to ensure no participant's schedule was disadvantaged as compared to the 6:00 p.m. start time.

DECISION: The Board decided to transition their meetings to a 5:30 p.m. start.

- X. Executive Session:** The Board planned to discuss various Executive Session matters.

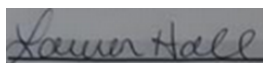
MOTION: Ms. Hall moved the Board into Executive Session at 7:05p.m. The motion carried unanimously.

DECISION: At 7:50 p.m. Mr. Mitman moved the Board back into Regular Session.

Mr. Mitman reported various matters were discussed in the Executive Session.

- XI. Adjournment:** At 7:50 p.m., Ms. Hall moved to adjourn the meeting. The motion carried unanimously.

Attested By:



Lauren Hall, Secretary
River Place Owners' Association Board of Directors

Board Approval Date:

August 15, 2024