

River Place Owners' Association
Final Minutes from the Board of Directors' Meeting
Thursday, July 20, 2023

In Attendance – Board of Directors

James Marandi – President (Parcel 5 Commercial Representative)
Andrew Spell – Vice President (North Representative)
Lauren Hall – Secretary (South Representative)
Troy Dibley – Treasurer (Non-Voting Member) - joined at 5:15pm
Pat Fairman - Director (West Representative)
Richard Hess – Director (Parcel 5 Commercial Representative)
Matthias Mitman – Director (Parcel 5 Commercial Village Representative)
Nina Yeh – Director (East Representative)

In Attendance – Property Management

Terry Presmont, General Manager

I. Call to Order

A meeting of the River Place Owners' Association Board of Directors was held on Thursday, July 20, 2023, at 5p.m. Board President James Marandi called the meeting to order at 5:03 p.m.

II. Approval of the Agenda

MOTION: Mr. Spell moved to adopt the agenda as amended. The motion carried unanimously.

III. Approval of Prior Meeting Minutes

1. Draft Meeting Minutes for May 31, 2023

MOTION: Mr. Hess moved to approve the draft minutes for the May 31, 2023 meeting. The motion carried with two abstentions (5-0-2).

IV. Reports

1. President's Report: Mr. Marandi shared his vision for using project-oriented committees, knowledge of items for approval, to help set meeting priorities, increase meeting efficiency.

ACTIONS: The General Manager (GM) to assess annual projects, like master insurance policy renewal, that have been thoroughly analyzed by leadership in past years, for ripeness to evaluate and recommend a course of action to the Board. New issues raised pertaining to these projects should also be considered. The GM to also focus monthly meeting reports on matters for approval.

2. Treasurer's Report: The Treasurer's Report was skipped initially following the President's Report as Mr. Dibley had not yet arrived. Mr. Dibley arrived during the Manager's Report. Upon conclusion of the Manager's Report, Ms. Presmont yielded the floor to Mr. Dibley, who reported on auditor outreach and a quarterly YTD report planned for next meeting.

3. Manager's Report: Ms. Presmont's reports on winter weather event contracting and gym attendant hiring led to a discussion on winter event salting responsibility and hiring challenges, respectively. No parking occupancy reports were discussed.

ACTIONS: Ms. Presmont to produce: an OA contact for ground maintenance (to include winter/weather-related issues) who residents can reach to report hazards (such as unsalted walkways) and an accompanying process, to include how such information is to be communicated, which would include information being posted in the lobby of each building; a map that delineates winter event salting responsibilities of the snow contractor, OA in-house staff, and building staff; and a process to confirm building management understand their winter event salting responsibility, specifically including a sign off from each building manager confirming their understanding and a sign off before and after each major event to communicate building management's carrying out of winter event salting actions. Ms. Presmont to keep the Compensation Committee apprised of gym attendant hiring progress so that the Committee can react as needed.

4. Committee Reports: Mr. Dibley reported on the most recent meeting and next steps of the Compensation Committee, and the report resulted in Ms. Yeh confirming her membership on the Committee for the current fiscal year now that she has joined the Board as East Building representative. Mr. Hess reported on Insurance Committee activities and member perspectives, and a discussion ensued.

V. Old Business

1. Committee Assignments: In addition to the discussion in section IV.4, Committee Reports, committees that advise the OA Board were reviewed and needs for ad hoc committees were identified and discussions ensued on the various topics.

DECISION: The Board decided to establish a committee for cameras and monitoring and the back gate.

Mr. Hess was identified as a member of the Cameras and Monitoring Committee. Mr. Marandi, Mr. Spell and Ms. Presmont were identified as members of the Back Gate Committee.

ACTIONS: Ms. Presmont to: i) note camera resolution and wavelength captured as potential data the OA may be interested in including in a future cameras RFP; ii) add garage access control to the purview of the Cameras and Monitoring Committee; iii) look into back gate solution that uses solar panel that sits atop gate to power the gate, along with establishing internet in the gatehouse and adding a camera to the setup so the front gate guard can see who is requesting entry through the intercom at the back gate.

2. Managing Agent Contract: An update on a contract addendum was reported and a discussion ensued.

ACTIONS: Ms. Presmont to: consider what recommended prospective vendors offer, share preliminary draft document with Mr. Spell, Mr. Dibley, note concept of initial contract being coterminous with respect to the parties.

3. Rear Gate Area Campus Boundary Demarcation (Fence Finalization): Mr. Spell shared a recommendation in the effort to affirm proper campus boundaries and a discussion ensued.

ACTION: Ms. Presmont to produce a quote for an Alta study for the back gate area.

4. OA Parking Space Sale Process: Mr. Spell raised concerns about the burden on volunteer board officers in carrying out parking space transfer responsibilities and stepped down from the Vice President position.

ACTION: Ms. Presmont to consider where an errors and omissions clause may be appropriate.

MOTION: Mr. Spell moved to nominate Mr. Mitman as Vice President. The motion carried unanimously.

VI. New Business

1. EPA Green Bank: A government program for incentivizing environmentally-oriented site improvements was raised and it was determined more information was needed to determine whether campus entities qualify.

VII. Executive Session

MOTION: At 6:44pm Mr. Spell moved the Board go into Executive Session. The motion carried unanimously.

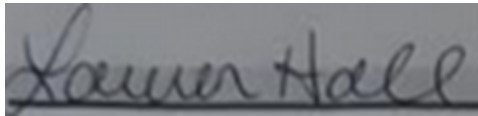
Following Executive Session the board returned to Regular Session at 7:31pm.

ACTIONS: Ms. Presmont to: i) document all debt collection process steps, consider all that might not involve an expensive attorney, and provide future process recommendations; ii) resend parking document to Mr. Marandi; iii) find out what happened to the smoking signs.

VIII. Adjournment

MOTION: At 7:32p.m. Mr. Spell moved to adjourn the meeting. The motion carried unanimously.

Attested By:



Board Approval Date:

10/19/23

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