

The Algonquin Association
2017 Annual Meeting
Wednesday, October 25, 2017

The 2017 Annual Meeting of the Algonquin Association owners was held on Wednesday, October 25, 2017, in the Algonquin Room. The meeting was called to order at 7:45 p.m. Present were Glenda Greenhouse, President; Sid Roberts, Vice President; Norman Goldwasser; Treasurer; and Margaret Magnussen, At-Large. Margaret Magnussen volunteered to act as Secretary for the meeting in Don Hammer's absence. Staff present were Susan Rodriguez, Manager, and Rudy Barnes, Maintenance Engineer.

Glenda Greenhouse opened the meeting with a welcome statement.

Manager Susan Rodriguez provided proof that notice of the meeting had been provided to all owners (by e-mail, by hand-delivery to all resident owners, and by mailing to all non-resident owners), as required by the condominium documents. Susan certified that with 54 owners present in person (45.47%) and 33 represented by proxy (24.59%), a total of 70.06% were represented in person or by proxy. Therefore, a quorum was present (a quorum being at least 25% of the owners.)

A motion was made by Melba Old, seconded by Norman Goldwasser, to dispense with the reading of the minutes from the 2016 meeting, and to accept the minutes as published. Motion carried.

Susan Rodriguez noted that Mary Pem Copeland, Mary Jo Sturtevant, Therese Butterfield, and Susie Slack had volunteered to serve as the Registration and Election Committee, and she thanked them for their service.

Glenda Greenhouse introduced the Board candidates: Don Hammer, Ellie Marasco, A. Sidney Roberts, and Roy Sheckells. She noted that Don Hammer was absent due to attending a family funeral. Ballots were collected and were given to the Election Committee to be tallied.

Glenda asked for a moment of silence for those residents, namely: Richard Ortolano, Joe McPhillips, Joe Goodstein, Dr. Carol Hines, Anna Hudgins, Jeanne Schlegel, and Lesle Palmeri, former residents, namely: Norma Eley, Rebecca Rubin, and Kathleen Wallick, and former employee, Libby Coote, who had passed away during the year.

Glenda then welcomed new owners: Michael Dolsey, 2J; Thomas Parker, 8E; Hugh & Laurie White, 9E; Tom Simpson, 9L; Kathy Morris, 10B; and Dick & Barbara Aufenger, 12D. Glenda also formally welcomed Sophia Passaseo, daughter of Natia and Alessandro Passaseo.

Committee reports were given as follows:

Finance Committee: Treasurer Norman Goldwasser announced that the Association was in good financial shape. The latest financial report (September 30, 2017) showed operating funds of \$61,255, reserve funds of \$753,028, and petty cash of \$200. He reported that the Board has adopted the 2018 budget and copies were provided to all members present. The budget reflects an approximately 1-1/2% increase in the operating assessment.

Covenants Committee: Margaret Ayscue reported that the members of the Covenants Committee are Gloria Orloff, MaryPam Copeland, Mary Jo Sturtevant, Susie Slack, Gail Austin, Toni Pridgen, Grace Orsini, and Margaret Ayscue. The Committee focuses on (a) making sure each floor in the Algonquin House is in working order and pleasing to the eye; (b) checking to see if any light bulbs are burned out; checking laundry rooms and restrooms adjacent to the laundry rooms to ensure things are clean and in working order; and (c) checking hall carpets, trash rooms and stairwells.

Social & Holiday Party Committee: Barbara Romeo reported that in addition to assisting with some of the monthly TGIFs, the Social Committee planned the Retirement Party for Steve Howe and Sam Hood in January, a Hot Dog Roast in July, and an Italian Night in September. The annual Holiday Party will be held on December 14th, and more information will be coming soon.

Library Committee: Barbara Klear reported that a dedicated and responsible group of residents comprise the Library Committee: Anne Cary Jacob, Martha Ruggles, Roy Darnell, Angie Prolog, Judy McReynolds, and Barbara Klear. Each committee member is assigned a week of watching for new donations to add to our collection, and re-shelving borrowed books in their proper locations. We met and culled through the hardbacks to create space for new donations. In January we also received an extraordinary number of donations from residents moving away from the Algonquin House. Many of these books and the discarded hardback books were donated to Hope House. The Committee added new large shelf labels and dedicated a shelf to new donations. Roy Darnell organized the video and audio DVD/CD section. Coffee table "picture" books will be available for free distribution at the end of October. Any books leftover will be donated to the annual Samaritan House pick-up.

Building Committee: Brian Campbell reported on the Building Committee's accomplishments for 2017. The Committee was formed in April 2017. All members possess strong technical/business experience. We are dedicated to providing the Board of Directors the best possible technical/business recommendations that will facilitate decisions that impact the overall well-being of the Algonquin House and its residents. Looking forward to 2018, under auspices of the Board, the committee is ready to advise and research that which the Board deems as its priorities in keeping our house vibrant.

Fire Safety Committee: Pete Beller reported that our June 22, 2017 fire drill was exceptional, with 72 persons participating. Since all fire drills are announced in advance, if you hear a fire alarm, it's a real fire and you must leave the building. The alarm will remain on until the building is secure.

Pete outlined the process for leaving the building: close and latch your balcony door, turn off the stove, leave lights on, put on shoes, touch the hallway door (if it's hot, stay inside the unit). If you leave the unit, close the door, but do not lock it. Leave the building through the stairwells (not the elevator). Take car keys with you. Close the stairwell doors quickly, to keep the stairwells from filling with smoke. **Don't call the front desk.** Don't go out on the balcony (fire equipment can only go as high as the 5th floor and fire equipment cannot drive on the area east of the building). Persons with disabilities should proceed to the stairwell if they can; help will come to assist them down the stairs.

Learn where fire extinguishers are and keep a personal extinguisher in your unit. If you can't extinguish a fire in your unit in two tries, get out of the unit, close the door, and pull the fire alarm. Laundry room doors must be kept closed.

Pete also noted that in a medical emergency, after you have called 911, you must call the front desk to lock off an elevator for emergency personnel use. Also, the doors to all units must have the unit number and letter on the door in 2" high letters.

Grounds Committee: Lyn Tucci reported that there had been a 60% return of the parking lot trees survey. Results were: 1. no money to be spent on treatment, and 2. if the trees die, do not replace them. She and Jay Lane did a survey of the new shrubs. He will train the maintenance staff on adjustments of the sprinkler heads. The new buffer zone has done well acclimating to the area. The Committee is working on the oyster reef project – no Algonquin House money will be used for this.

Newsletter: Lyn Tucci reported that Sally McPhillips will be taking over the newsletter, beginning with the November edition.

Glenda thanked all the Committee Chairs and members, and noted that a list of committees is in the phone directory, and encouraged everyone to volunteer.

Glenda thanked everyone for their time and commitment, especially:

1. Residents of all the floors for their work on the TGIFs.
2. Roy and Bettie Jean Darnell for their regular, monthly movie showings (and some "snow day" movies).
3. Anne Cary Jacob for coordinating the Employee Holiday Fund.

4. Bob Place for developing and maintaining the Algonquin House website (www.thealgonquinhouse.com)
5. Louis Eisenberg for his donation of \$1,000 toward the bulkhead buffer zone project, and his encouragement of an open house to show off remodeled units.
6. The late Lesle Palmeri for volunteering to be the association's representative to the Riverfront Civic League, and Toni Pridgen for agreeing to take over as Civic League representative when Lesle's illness caused her to resign.

President's Report: Glenda thanked all the Board members for their dedication, attending monthly (sometimes more) meetings, and their hard work on a number of difficult and time-consuming issues. The Board members come from diverse backgrounds and different perspectives, and often challenge each other, but always work to reach consensus. Some of the Board's accomplishments this year were:

- The Board adopted and all Board members signed a Code of Conduct
- Repairs to the North wall
- Caulking contract (in progress)
- Work done by brick masons
- Contract with T-Mobile completed, and we are reaping the benefits
- Gutter system installed in front of building
- New landscaping
- Reserve Study update completed
- Additional work to the bulkhead and boat ramp completed
- Patio concerns of Units 1A and 1B evaluated (these areas were investigated and evaluated by Engineers for piling placement confirmation.) This area will be observed for further subsidence
- Board members attended the C.A. Day Education Expo in March
- Independent evaluation of elevators was completed
- and more...

Glenda reviewed the benefits of our monthly assessments, and announced that there will be a 1.5% increase in the monthly assessment in 2018.

Glenda noted special thanks to Susan for her efforts on behalf of the association, for her in-depth knowledge of the building and its history, and facilitating outside experts to come and consult with the Board as needed, Rudy and Anthony for their work, and to all the staff, front desk, front door, and housekeepers, all of whom often go above and beyond what would be expected of them.

On motion of Norman Goldwasser, seconded by Margaret Magnussen, the Resolution to apply net income to future year's needs in the form attached to these minutes was adopted.

Margaret Magnussen, on behalf of the Board and owners, thanked Glenda for her yeoman efforts to facilitate differing personalities to work together and complete work that needed to be done in the building and grounds, and led a round of applause.

Manager's Report: Susan announced ballots had been tallied and the results were as follows: Don Hammer (2 years), Ellie Marasco (2 years) and Sid Roberts (1 year) were elected as Directors to serve for the terms indicated.

There being no further business, on motion by Sandra Nesson, seconded by Norman Goldwasser, the meeting was adjourned at 8:20 p.m.

Don Hammer, Secretary
By Margaret Magnussen,
Acting Secretary

Elnora Marasco, President