

The Algonquin Association
Board of Directors Meeting
January 17, 2017

The meeting was called to order at 9:40 a.m. The following members were present: Glenda Greenhouse, President; Sid Roberts, Vice President; Norman Goldwasser, Treasurer; Don Hammer, Secretary; and Margaret Magnussen, at-large. Staff present: Susan Rodriguez, manager.

Unit owners present were: Ida Becker Hersh, Mary Pem Copeland, Roy Darnell, Henry Gottlieb, Loftus Hitchens, Barbara Klear, Joe & Ellie Marasco, Gloria Ornoff, Lesle Palmeri, Sally Palmerton, Llew Roberts, Heide Schwartz, Mary Jo Sturtevant, and Mita Vail.

On motion made by Goldwasser, and seconded by Magnussen, the minutes of the December 14, 2016 Board Meeting were approved as presented.

Treasurer's Report: Norman Goldwasser reported that as of December 31, 2016 we had \$84,162.53 in operating funds and \$643,697 in reserve funds. Net operating revenue could not yet be calculated because the December books are still open, pending receipt of final 2016 bills.

Covenants Committee: We still need a chairperson for the Covenants Committee. Susan reported that: the 6th floor laundry room is closed for repairs; someone placed some items on the lobby benches, causing a bad stain; Ritter did a good job of clearing the snow in the last storm.

Social Committee: Barbara Romeo was not present. Susan reported that the retirement party for Steve and Sam will be held Sunday, January 29 from 2-4 p.m. Chair Yoga was very popular, and will continue on Thursday afternoons.

Library: Barbara Klear reported that the committee has been labeling the bookshelves, is establishing a "new donations" shelf, and is adding audio CDs.

Fire Safety: Pete Beller was not present and no report was made.

Newsletter: Susan reminded everyone that if you want to put something in the newsletter, it must be submitted to Lyn or Susan by mid-month.

Building Committee: Sid Roberts reported that the committee is still waiting for convector maintenance information from Rudy. Pete Striffler has provided cost estimates for replacing fan coil units, and his cost estimates on the other items are expected later today.

Grounds: Susan reported that Lyn has obtained two estimates for re-doing the northwest flower beds after KSR finishes its work. She has tried to contact other companies without success, so plans to present just two estimates for the work. Also, Bartlett will return in the spring to trim/prune the trees at the southeast and the southwest corners of the building.

Management Report: Susan Rodriguez reviewed her management report with the Board. Of note:

1. Water intrusion. Waiting until caulking is complete before making the final repairs in some units.
2. Algonquin Room windows. Susan has received repair/replace proposals from two companies, and is waiting for proposals from two more.
3. Ground subsidence. KSR has ordered the “gutter” and it is being fabricated. Work will start after it is delivered. Steve Klemstine will meet with the Board to discuss the sidewalk.
4. Bulkhead. The additional repairs will commence soon.
5. Pete Striffler of Vansant & Gusler has submitted information on the costs of replacing the fan coil units. She expects to receive from him, later today, estimated pricing information on:
 - a. Adding dual temperature water distribution pumps
 - b. Installing VRF unit for Algonquin Room
 - c. Digital controls for the corridor air-handler units
 - d. Price a VRF unit for the Pocahontas Room

- e. Digital controls for the Pocahontas Room & lobby
- 6. Tree work. Susan has not yet obtained additional estimates for the tree removal. Bartlett will be back in the spring to do further tree pruning.
- 7. Reserve Funds. Another CD will be maturing in April. Motions regarding the re-investment of maturing CDs will be on the next Board meeting agenda.
- 8. Screen Wall recommendations. Awaiting proposal from KSR.
- 9. Cellular Antenna. T-Mobile has signed the lease. Susan will make copies available to the Board. (Note: After the meeting it was determined that there was a miscommunication or misunderstanding. The T-Mobile lease has not yet been signed by T-Mobile. Susan will distribute copies of the fully executed lease to the Board members when they are available.)
- 10. HVAC contract. Susan will provide copies, to the Board, of the current contract with Cox-Powell, so that the Board can review the service provided by Cox-Powell prior to the next renewal date, and can consider whether the Board wants to get proposals from other companies.
- 11. Caulking contract. Work to start after March 1.
- 12. Reserve Study update. The Board will meet with Miller+Dodson on Thursday.

The maintenance report was submitted in writing. Rudy will attend at least part of all future Board meetings.

Board Action: None.

Future business pending:

- 1. Investigate leaks in the A & B units and submit a proposal for correction.
- 2. Select Reserve Study provider
- 3. Proposal for screen walls and entry wall
- 4. Proposal for grasses and oyster beds

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5. Proposals for Algonquin Room window repair
6. Proposal for tree removal & stump removal
7. Level billing for utility bills
8. In future years, carry over any unused operating reserve funds to the next fiscal year (Susan will check with the accountant)
9. Maintenance reports on the fan coil units to be made available to Building Committee.
10. Tree replacement plan (when parking lot trees are removed, will they be replaced with other trees? What type?)
11. Clean out bicycle room
12. Solicit proposals for work approved by the Building Committee, from the items listed in the Vansant & Gusler Report.
13. Rudy to provide maintenance information to the Building Committee, and provide to the Board a list of all valves which haven't been opened/closed since he was hired and for which he doesn't know the purpose.

Future Board meetings are scheduled for February 21, 2017 and March 21, 2017.

On motion of Goldwasser, seconded by Magnussen, the meeting was adjourned at 10:50 a.m.

Don Hammer, Secretary

Glenda Greenhouse, President