

The Algonquin Association
Board of Directors Meeting
March 21, 2017

The meeting was called to order at 9:25 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 were Susan Rodriguez, manager, and Edward “Rudy” Barnes, maintenance supervisor.

Unit owners present were: Margaret Ayscue, Brian Campbell, Roy Darnell, Henry Gottlieb, Iris Hanson, Joe and Ellie Marasco, Gloria Ornoff, Sally Palmerton, Llew Roberts, Heide Schwartz, Lyn Tucci, Mita Vail, and Meriel Wright.

The Board suspended the regular agenda to allow for a presentation by Sarah Picking of Ann Stokes Landscape Architects regarding possible designs for the screen wall outside Units 1A and 1B (and perhaps around the generator). Sarah presented essentially two proposals, both showing brick columns (brick to be similar to the building brick), and powder-coated, laser-cut, stainless steel panels between the columns, with one proposal showing a course of cinder block below the steel panels and one not. Sarah will provide pricing information to the Manager as soon as it is available.

The regular meeting re-convened at 9:55 a.m.

On motion made by Magnusson, and seconded by Goldwasser, the minutes of the February 21, 2017 Board Meeting were approved as presented.

Treasurer’s Report: Norman Goldwasser reported that as of February 28, 2017, we had \$72,012 in our operating account and \$676,643 in our reserve account. Our year-to-date total operating income was \$48,746, with \$38,832 dedicated to reserves, for a net operating income of \$9,914.

Our auditor, DesRoches & Company, will make adjustments, and move net operating revenue to reserves as part of the audit.

Finance Committee: No report.

Covenants Committee: Margaret Ayscue submitted the committee's report in writing. Deficiencies have been reported to Sally and Susan. The members of the committee are Margaret, Mary Pem Copeland, Mary Jo Sturtevant, Gloria Ornoff, Gail Austin, Susie Slack, and Grace Orsini.

Social: Barbara Romeo was not present. Lyn Tucci said that a question had been raised on whether hosts of the TGIF's are to provide food. Barbara will be asked to resolve the issue. (See minutes of February 21, 2017).

Library: Barbara Klear was not present and no report was made.

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

Newsletter: Lyn Tucci asked that if anyone notices an error in the newsletter, please notify her directly.

Building Committee: Brian Campbell submitted the committee's report in writing. The Board will schedule a work session to review the report and to prioritize the issues that it would like the committee to be working on.

Grounds: Meriel Wright submitted a written report: (1) asking that the "stored" bushes and trees be watered regularly; and (2) providing information on using a Sand Willow Oak as a replacement tree in the parking lot.

Lyn Tucci submitted written proposals for installing native grasses along the bulkhead. She noted also that the committee has no preconceived position on which contractor should be used on any particular project, and the committee is always looking for the best "value."

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

1. We should consider having a private person take down the front entry wall (see new business.)
2. RF emissions. T-Mobile will have an RF test done after installation, and we will get a copy. Sid Roberts asked that T-Mobile submit a letter that emissions are below the level at which there would be a danger to residents. (We will need signage on the roof to warn workers, roofers, and maintenance personnel of exposure to RF emissions.)
3. Also, Susan will inform T-mobile that any work on the roof will need to be completed before the weather gets warm and the roof softens.
4. Susan received an initial draft of the Reserve Study, but sent it back for some clarification and correction.
5. Susan had investigated "level billing" of our utilities. Virginia Natural Gas does not offer that program for commercial customers. Virginia Power does offer it, and Susan signed us up. Some Board members raised concerns, and indicated a preference for regular billing. We can cancel level billing at any time.

The maintenance report was submitted in writing:

Board Action:

1. On motion made by Magnussen, seconded by Roberts, the Board unanimously approved the proposal dated March 19, 2017, from Wedgewood Garden Center, Inc., to provide materials and labor to remove sod along the bulkhead and then plant native grasses, for the price of \$6,240, to be paid from operating funds.

2. On motion made by Roberts, seconded by Magnussen, the Board unanimously approved the removal of the screen wall at the entryway (down to the foundation), and agreed to not replace the wall (assuming that the Grounds Committee can re-landscape that area so that a screen wall is not necessary).

3. On motion made by Magnussen, seconded by Roberts, the Board unanimously approved the verbal proposal from Brian Cobb to remove the entryway screen wall and to remove the blocks, at no cost to the Association, provided that he sign an indemnification and hold harmless agreement against any damage or loss, and that he do the work within a reasonable time, and complete the work by a date set by the Manager.

4. On motion made by Hammer, seconded by Roberts, the Manager was directed to use the proceeds of the \$65,700 Association Capital Bank CD (when it matures in April, 2017), to:

(1) purchase a thirty-six month \$50,000 CD (maturing April 2020) at the federally-insured savings institution then offering the best interest rate on a 36-month CD, and

(2) place the remaining funds in the Southern Bank replacement reserve money market account.

provided however, that the Manager will make sure that the investment of funds at any one institution shall not exceed the maximum amount of deposits insured by an agency of the federal government.

Future business pending:

1. Proposal for screen walls (outside 1A and 1B) (awaiting pricing information from Ann Stokes.)
2. Proposals for Algonquin Room window repair (on hold until caulking is complete.)

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3. Set Board “work session” to prioritize the issues referred to the building committee.

The meeting was adjourned at 11:50 a.m. The next scheduled meetings are April 25 and May 23.

Don Hammer, Secretary

Glenda Greenhouse, President