

The Pierre Condominium Association

MINUTES OF BOARD OF DIRECTORS MEETING

August 20, 2003

I. Meeting called to order: 7:43 PM

The following directors attended: Manuel Silverman, Randy Mehrberg, Bob Doak, Janet Fisher, Denise Antonucci, Joe Bright, Adam Landsman (arrived at 7:55 PM), Ed Burnes (arrived at 7:57 PM), Mary Gootjes-Davis (arrived 8:10 PM).

II. Approval of Minutes: No Comments,
Motion to Approve, by Bob Doak; Seconded by R. Mehrberg. Passed Unanimously.

III. Treasurers Report:

Treasurer Bob Doak reported that there had been little activity on spending this month, which was expected. He stated that we have a small surplus this month, which was also expected.

Bob stated that the garage financials were not as good as expected this month and this was due in part to the payroll increases. Bob voiced concern over this and will follow up with Standard Parking. Non resident (transient) parking is good but the full time parkers are down by about 10 cars from capacity. This may be attributed in part to the summer months.

There was a brief discussion regarding the expected natural gas price increase this winter. Randy Mehrberg will look further into the pricing details.

IV. New Business:

Hallway Design Committee Report was presented by Neena Konon:
The committee has held 4 meetings. The design has been finalized, and colors are now being discussed. Once the color scheme has been chosen, Neena will obtain costs, and the design proposal will be presented to the owners. She will also provide a complete scope of the work to be performed.

Installation may begin as early as January 2004. Neena will provide a proposed schedule with an expected completion date, which may be two months after the job begins. However, the start of the renovation is dependent upon the status of the hallway crack expansion joint repairs being performed by David Thomas (Perimeter Builders).

Joe Bright will obtain information from David Thomas regarding a schedule for the floors currently undergoing repairs and future repairs, which will be displayed along with a chart of the completed floors. This list will be located in the lobby.

Neena suggested the board look at the possibility of changing the numbering system of the units, as the renovation would be an appropriate time to undertake this. The Board will take this under advisement, and discuss it further at the next meeting.

Neena expressed her appreciation to the members of Hallway Design Committee, all of whom have been very cooperative and have provided a great deal of creative input.

A. Damage to unit 11BN. The unit owners were not present. Adam Landsman stated that repairs had begun.

B. Roof Consultants:

Joe Bright will send proposals to the Board.

C. 12th Floor Stairwell Painting:

Denise Antonucci reported that the stairwell leading to the pool had been painted the color of sage to match the furniture at the pool.

D. Garage Cleaning:

Joe Bright will obtain a proposal for an outside person to clean the garage area. The outside person will start immediately 3-4 hours a week for the period of 1 month. The board will then obtain a breakdown of costs and responsibilities, and will assess the situation.

Other New Business:

A. Denise Antonucci suggested that the board discuss a memorial to Jimmy Oliver. The board has taken this under advisement to be discussed at the next meeting. The board acknowledged Jimmy Oliver's professionalism and dedication to the unit owners, the children, and the staff for more than 25 years. He is truly missed.

Denise advised that she sent flowers to the Oliver family on behalf of "All the families at The Pierre."

B. It was reported that an improperly stored bike fell on a unit owner while he was removing his own bike from the bike room. Joe Bright will send out a notice to unit owners to properly store their bikes in the bike room.

Joe will also ask Aaron to do a new inventory of the bikes stored in the bike room. Aaron will then contact unit owners who need to attend to their bikes. All bikes in the storage area should have a Pierre label on them.

V. Old Business:

Denise Antonucci stated that she had had input from several unit owners that they were very pleased with Juan Alvarez's work in his new position on the maintenance staff. Juan was formerly a doorman here at The Pierre.

Joe Bright will have Aaron submit a report listing the responsibilities and time required

for the maintenance staff duties. The board will evaluate the need for additional staff.

Window washing will begin when the exterior facade work is completed. Joe Bright will send a notice of window washing to unit owners 2 weeks in advance of the window washing, so unit owners may remove their screens.

A. Delinquencies:

A discussion of chronic delinquent assessment payments by unit owners resulted in a motion to increase assessment late fees from \$25 to \$100. Motion to increase the late fee to \$100 was made by Ed Burnes; seconded by Manuel Silverman. The motion passed unanimously

It was noted by the board that unit owners who pay their assessment on time on a regular basis and are charged a late fee may contact Joe Bright at Wolin-Levin for possible removal of the fee.

Chronic delinquent accounts will be turned over to a collection agency once a unit owner is behind for three months in assessment payments.

B. Cable Wiring:

Stu Baker was not present to make a report regarding the proposals. The board will take this matter up at the next meeting.

VI. Management Report:

Joe Bright reported that rust spots were noted on the surface of the pool. He stated this is under warranty and repairs will be undertaken when the pool closes for the season.

Doormen:

There are currently 2 new doormen: Floren Bica ("Eddie"), and Allen. They are both on a 90 day probationary period. Unit owners are encouraged to submit any comments regarding the doormen to Joe Bright at Wolin-Levin.

Joe will be compiling, for submission to the board for review, a list of doorman duties and responsibilities. The list will be supplied to new hires for the term of their probationary period.

For security purposes, the new doorman are instructed to ask all individuals that they do not recognize the persons name and unit number prior to allowing entry to the building.

New uniforms will be selected and purchased once all doormen have permanent status.

Exterior Wrought Iron:

A bid was received for painting the exterior wrought iron work on the facade (floors 1-3) of \$8,100. Joe Bright will obtain an overall cost analysis and assessment of the condition of the wrought iron for possible repairs prior to painting. This was not included in the aforementioned bid.

Randy Mehrberg noted that the American Flag has repeatedly been wrapped around the pole. Joe will have the staff properly maintain the flag.

There was discussion regarding a previous proposal by the Belden-Stratford to lease parking spaces in The Pierre garage. Bob Doak will research this further and the board will take this under advisement for discussion at the next meeting.

Air Conditioning Maintenance:

Joe Bright will advise the maintenance staff to annually check, and do any necessary maintenance of all drip pans of the air conditioning unit inside all units.

VII. Unit Owner Comments:

A unit owner inquired about the hallway joint repair schedule. Joe Bright will contact David Thomas of Perimeter Builder to communicate with unit owners of affected units regarding a schedule and status of repairs. Joe will also have Mr. Thomas provide this information to the board.

A renter of a unit expressed concern that there is no handicapped access at the front entrance to the building. Joe Bright will advise the staff to utilize the portable ramp for use at the front entrance. It will be kept available in the office of the lobby.

The renter also expressed concern about being approached inappropriately by a maintenance staff person. Joe Bright will speak to the maintenance staff person regarding this incident.

A motion for a resolution for all new officers to sign the Bank Resolution, as required by Harris Bank, was made by Randy Mehrberg, seconded by Adam Landsman. The motion passed unanimously.

VII. Adjournment

The meeting was adjourned at 9:11 PM.

Respectfully submitted by: Janet Fisher, Acting Secretary.