

January, 17, 2024 Minutes of The Presidential Cooperative

Present, all via Zoom, were Larry Lawwill, president; Richard Feurling, treasurer; John Campbell, secretary; Paul Dolinsky, member; and Desmond Foynes, member. Larry Rowse, The Presidential's property manager as designated by Community Systems, Inc. (CSI) was also present. The president called the meeting to order at 5pm.

Summary: After disposing of various maintenance and financial issues, most of the board's discussion revolved around the management transition from WCSmith (WCS) to Community Systems, Inc. (CSI). On behalf of CSI, Larry Rowse queried past practice at The Presidential on a variety of issues that impact on residents and issues raised by potential buyers. He also made suggestions for board consideration for improved efficiencies and services. End summary.

Financial Report:

The treasurer reported that the cooperative ended 2023 with an operating surplus of about \$211,000. The projected surplus had been in the range of \$250,000. The treasurer explained that there had been unanticipated costs, especially with respect to the mandatory replacement/upgrade of fire alarm system panel.

Old Business

The results are awaited of Spadero's survey of each apartment with respect to any repairs needed to the traps and valves of the radiators. (Spadero is the plumbing company usually used by The Presidential.)

Reorganization of the Records Room remains a work in progress. The president is seeking legal advice as to the categories of documents that should be retained indefinitely.

Board members and CSI expressed concern about water pooling in one part of the basement. The property manager is looking into possible solutions to propose to the board.

Reserve Study: the board decided to invite Association Reserves (AR), the company that carried out the Reserve Study, to join with it at its February meeting to brief on its report, including the basis for some of its recommendations.

Transition: Most of the discussion focused on CSI's request for guidance on a variety of issues. Board members praised the performance thus far of lobby and cleaning personnel engaged by CSI.

The board considered two options for a podium to be used by the doorperson. The president undertook to consult informally with residents.

Larry Rowse said he is preparing an estimate for board consideration of a schedule for the regular cleaning and polishing of the marble floor in the lobby and the cleaning of the vinyl tile in the adjacent hallway.

Definitions of common areas vs. individual unit owner responsibilities: there was an extended conversation about what constituted common areas and what was the responsibility of individual owners. For example, there was a consensus that windows, doors, and plumbing are common elements. But, there are many gray areas. There was agreement that the cooperative needs better definition of what constitutes common areas.

There was an extended conversation about the role of CSI in overseeing repairs of elements that are the responsibility of individual owners. The dominant view was that individual owners should be invoiced directly by those doing work. CSI undertook to provide a list of craftsmen and repair persons with whom residents could deal directly. CSI agreed to facilitate such contacts and to arrange for access to individual apartments as owners requested.

Keys: the board's guidance was that former employees of WCS were to retain no longer keys to the building. Keys were to be stored in a key box, with access only to current employees.

Wheel-chair ramp deployment: there was a discussion about where the ramp is stored and whether the door person would be able to deploy it. The president undertook to locate the ramp and determine its weight.

Lobby runner: When to deploy it has been left to discretion of the doorperson. After discussion, the board saw no need for any change in procedure.

Superintendent's apartment: board members undertook to visit the vacant apartment to inform a future discussion as to its best use.

Snow/ice removal: in response to questions, Larry Rowse (CSI) confirmed that snow and ice removal from the driveway and adjacent sidewalks takes place weekdays, weekends, and holidays.

Website/communication with residents: the board and CSI agreed that the approved minutes would be sent by e-mail to all residents. So, too, would be the cooperative's yearly budget and monthly financial statements.

Driveway: there was a discussion of parking arrangements for contractors and cleaning crews working in individual apartments. The consensus was such visitors could unload cleaning equipment in the front of the building and would then move their vehicles to the parking spaces at the rear. Contractors would unload in the rear and use only the service elevator.

Pets: following a discussion the board saw no need for formal regulations at this time.

Move in/out: there was a discussion of current procedures and how they might be improved. The consensus among board members, not ratified by formal resolution was:

--moves should normally be scheduled during business days. Moves on weekends and holidays must be approved by the management company and the board with sufficient advance notice to arrange for necessary personnel.

--approved weekend/holidays moves will be charged \$50 an hour for whomever covers weekend/holiday/after hours moves, with a minimum of \$200. There are to be no charges for moves during regular business hours.

Transfer of sales procedures: Larry Rouse announced CSI would charge \$300 to prepare the transfer package for processing by Flynn Administrative and Cooperative Transfer Services.

Rentals: after extensive discussion, the board saw no need to change current procedures.

New Business

2022 Coop audit: the treasurer reported that the audit is completed without incident.

Annual meeting, March 20 at 7pm: The board decided to hold the annual meeting in the lobby of The Presidential as last year.

The president reported that there would be three upcoming vacancies on the board to be filled by election at the annual meeting. They are Larry Lawwill, Des Foyne and Richard Feurling. Following a discussion, the conclusion was that CSI and the secretary would craft a letter to all owners notifying them of the upcoming vacancies and inviting those who might be interested in running for office to so signal to the president.

In response to CSI questions, there was a general discussion of the number of votes that each owner exercises with a focus on those with multiple units.

The president adjourned the meeting at 7:40 pm.

Respectfully submitted

John Campbell

secretary