

# **BOARD MEETING MINUTES**

## **FEBRUARY 17, 2016**

All board members were present:

Bhagwan (Buck) Gupta; Cecilio Berndsen; Victor Rocha, Linda Satz; and Sofia Ferenburg approved the minutes of January 29, 2016.

### **PRESIDENT (BUCK GUPTA) REPORT**

- The lobby will be closed starting February 17, 2016 through February 23, 2016 due to the dust which may cause respiratory problems for unit owners who may be walking through it. Cooperation from the unit owners was requested.
  
- Valet Parking – The contractor is redoing the slope and extending the divider, according to plans; Expansion joints are being reinstalled. The contractor had to wait for Comcast and the Premiere Fire to relocate their cable. Due to the agenda being so long, Buck Gupta decided to turn over the floor to the Cecilio Berndsen.

### **VICE PRESIDENT (CECILIO BERNDSEN) REPORT**

- He reported that a large number of unit owners have signed up to be on committees. He also announced the names and Chair for each committee:

Beautification	Judy Ort - Chair
Construction	Roy Di Maria – Chair
Finance	AJ Mitchell – Chair
Grievance	Joel Cohen – Chair
Housekeeping	Teresa Marmolino – Chair
Maintenance	Teresa Marmolino – Chair
Information Technology	Sam Schmuter – Chair
Legal & Personnel	Paul Finfer – Chair
Pets	Joan Salvatore – Chair
Social	Sharon Smith – Chair

Anyone wishing to serve on a committee, please stop by the office to sign up and also indicate your choice.

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The goal of the committee members is to be the eyes and ears of the Association and keep abreast of what's going on in the buildings.

- **RULES**

A person who has signed up for a committee must keep in mind that NO ONE person can serve on more than two (2) committees. Family members of the unit owners can participate on a committee.

- **LEGAL**

The committee will investigate possibilities of having the documentations in the office files for the unit owners, to be put in proper order, as well as figuring out the best method to save these documents for meeting state requirements.

### **V.P. OPENED THE FLOOR FOR QUESTIONS**

- \* A question was posed regarding the meeting times of the committees.
- \* A question was also posed regarding personnel termination, as to its legal ramification.
- \* Mr. Boris Goldberg, former Board Director, inquired about any cameras being installed in the West Parking Lot. He was advised that no cameras have been scheduled to be installed in the West Parking Lot due to a material alteration that was not passed by the previous board. He was also advised that we need to have 75% of the unit owners' approval in order to install cameras in that location. Mr. Goldberg also inquired about the amount of cameras that we have.
- \* Mr. Goldberg will be on the Legal Committee.
- \* Pam Ippolito made a suggestion that the co-chairs of the committees should also have a back-up person filling in for them just in case they are away for an extended period of time. At that time, Buck stated that he will be meeting with all of the co-chairs to go over their responsibilities.

Buck broke away from traditional agenda sequence to introduce Ms. Lawren Charles-Lagarion as the new office staff member. He went on record to thank Pam and Linda for being in the office, giving up their valuable time volunteering, but he feels that now, the day-to-day operations should be left to the Atlantic Pacific Management. He also requested that if the Atlantic Pacific Management staff ever needs Linda or Pam in the future, they be available for major projects.

### **BUDGET REPORT**

- Billy Coleman, AP Regional Manager, presented the preliminary results of the reconciliation of the financial records for 2015. The fact that Aquarius had three accountants in 2015 makes the job a little more complex. He believes that very
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soon, the final 2015 financial statement will be ready. He advised the Board that we will be having a member meeting exactly 90 days after the prior meeting which will be in early April. He further advised that 142 Proxys have been collected which gives us a Quorum for the meeting.

- He asked for any additional requests for items to be considered as material alteration so that they can be addressed at the same time. The Board decided to review the Special Assessments of 2013 and 2015. There is some progress being made to account for these funds; however, some final details require further clarification.
- Buck suggested that unit owners advise the committees what are their main concerns on an ongoing basis so that they can be addressed. Mr. Coleman spoke about three (3) primary account types in relation to the Aquarius Association – Operating account, Special Assessment 2013/2014, and Special Assessment 2015. There are eight (8) units representing a total of 71% of the amount outstanding for collection at this time.

#### **DAVID SLAVIN – PROPERTY MANAGER**

- Forensic Audit group will be having a meeting next week (Friday) – Trump Money.
- Restaurant subsidy given twice to Etna's due to construction.
- Need for uniforms for all staff (security, maintenance, etc.) topic tabled until next meeting.

Billy Coleman brought up the following items:

- Motion was made to approve what needs to be done – three (3) change orders on the table right now.
- Cecilio made a motion to approve four (4) additional drains. Victor seconded the motion. The motion passed.
- Victor moved to approve one parallel bar above the entrance to valet. Linda seconded the motion. The motion passed.
- Motion was made to keep bumpers as they are. The motion was passed unanimously.

Buck requested that AP Management try and get enough credits from the jobs in question from the contractor CSI.

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All agreed to have the long list of things funded with some type of credit acquired from the contractors.

PROPERTY MANAGER ANNOUNCED THE FOLLOWING:

- Valet Deck should be completed by March 8, 2016. Any remaining work should be done by the end of March 2016.
- Lobby renovation- Conference Room leak was take care of.
- Planning for Phase 1 regarding cameras is complete
- Phase 2 will be addressed only after material alteration question has been determined.

A formal grand-opening is being planned for April 16, 2016 or there-after, for the lobby and valet deck opening. V-Mech, A/C contractor, is still waiting on the engineer's report. The permit has not been issued yet by the city.

Gym bathrooms: Developing a finite scope of work to replenish men's and ladies gym bathrooms that leak in the green room.

- Automobile gate readers should be available by the 24<sup>th</sup> of February.

New handles were installed on the pedestrian gate.

- All information regarding the Auto-gate will be posted on the website on February 18, 2016.
  - Presentations for 40-years inspection will be done in two (2) sessions, the first one is scheduled on the 3<sup>rd</sup> of March and the second one is on March 8<sup>th</sup>.
  - Management is requesting to have the vendors make their presentation for about 30 minutes, with questions and answers following that.
  - Regional Manager will be doing the walk-through of the Valet Deck, with the designated individuals assigned to do so.
  - Gym Bathroom – The Board stated a desire to have everything done based on the availability of funds. Oak Group suggested that everything cannot be done for \$13k (shower pan, floor, sauna, shower stalls, and steam room).
  - The Board made a motion to authorize a payment, not to exceed \$3,000, for an engineer to do an evaluation regarding the roof condition and issue a report.
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It was moved and seconded to adjourn the meeting.

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