

111 EAST CHESTNUT BOARD OF DIRECTORS' MEETING

March 19, 2020

<https://www.111eastchestnut.org/wp-content/uploads/2020/03/2020-3-19-Board-Meeting.mp3>

NOTE: This was exclusively a decentralized telephonic conference, i.e. not a "gathering," as the 111 Declaration prescribes. Also note, it was in "Lecture Mode" with homeowners muted. Santogrossi emphasized that in the future, homeowners need not attend meetings as they can forward questions to management anytime.

ATTENDEES

Board: Santogrossi, Milazzo, Hoffman, Brush, Randall, Vilt, Alexander

Sudler Property Management: Rudnik, Graf, Mihaila

Homeowners: Unknown

APPROVAL OF AGENDA

Agenda attached. Items #s 1 and 2, "Approve Chestnut Room painting proposal" and "Approve design commission charter," were removed, to be addressed in the future.

APPROVAL OF PRIOR MEETING MINUTES

- January 23, 2020 Closed Session APPROVED

- January 23, 2020 Open Session APPROVED

TREASURER'S REPORT — Presented by Carolann Randall, Treasurer

This report is for February and March of 2020. For 2020 we budgeted \$4.3 million of income and \$3.4 million of expense, leaving about \$900,000 for reserve spending and overages. Through February, the second month of the year, we are tracking at 100 percent of our revenue budget and 19 percent favorable on our expenses, mostly due to timing. The January and February budgeted reserve contributions were made totaling \$150,000. Payments were made totaling \$36,000 from the reserve fund for January and February, primarily related to the concrete Facade project. The reserve account currently totals \$1,276,699.

Treasurer's Report APPROVED.

MANAGEMENT REPORT — Presented by Sara Rudnik, Property Manager

- Next meeting is the Annual Meeting scheduled for April 23rd at 6:15pm. Ballots mailed out and eblasted end of next week.

- There have been modifications to Facade Project scheduling to lesson the noise to accommodate those working from home. We're still looking to open the pool come Memorial Day weekend. In light of current events we don't know if that will happen. We will do what the government tells us.

- This week Cosi forwarded specs that included moving the HVAC on North Deck (to address noise and vibration). Milazzo asked if the likely necessary concrete repair would be coordinated with the membrane repair on the North Deck. Sara said she'd like to address a few other items first, i.e. water pooling and the vent stack. And then we'll put down the new membrane on the deck surface.

- 22.1 Disclosure Statement APPROVED

NEW BUSINESS AND ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

1. There was discussion regarding the 2 new hot water boilers. Alara investigating problems we've been experiencing. There's heat exchanger damage. Working with the manufacturer and our attorneys. Considering filing a warranty claim. Still needs to be repaired in the meantime. But the repair expense is unbudgeted. We need \$160-180K to replace boilers to avoid further deterioration. Proposal "Not to exceed \$180K," APPROVED.
2. Distribution of freight modernization bid documents to vendors: VDA to send out, and board to evaluate. Scheduled for 2021. APPROVED.
3. VDA elevator consulting (AIC, Quality control, and Maintenance Monitoring). APPROVED

HOMEOWNER QUESTIONS

NOTE: The following questions and answers are not a part of the audio tape. They were provided prior to and during the teleconference, and were answered in writing by corporation counsel, Diane Silverberg. However, when asked during the teleconference if there were homeowner questions, property manager Rudnik denied that there were. Given the import of the coronavirus epidemic and its tremendous impact on homeowners, they are included here.

QUESTION: As our Declaration defines a board meeting as a "gathering," will the annual meeting be non-virtual and in the Chestnut Room?

ANSWER: The Board will decide this using the Coronavirus guidance available when the meeting notice is sent out."

QUESTION: Given COVID-19 and the President's anticipation that the virus will still be active come July and August, does the board anticipate new rules for the pool?

ANSWER: When the time comes, the Association will follow health department and other governmental agency recommendations regarding the pool and will advise residents accordingly.

QUESTION: For members experiencing hardship due to the coronavirus, will there be any assessment relief? And if so, how will that impact our finances?

ANSWER: The Condominium Property Act forbids the waiver of assessments.

QUESTION: Sources indicate the there has already been some turnover of our front-line and most virus-exposed door-staff. Does the board have a contingency plan in the event that the virus compromises door staffing?

ANSWER: There has been no unusual turnover in door staff. We are considering the effects reduced staff would have on the building. If the government enforces a quarantine or curfew, building operations will be affected. We're working to plan as thoroughly as possible to handle this extreme situation.

QUESTION: The White House released new guidelines re: the coronavirus on 3/16. Among the suggestions was: "If someone in your house has testified positive, keep the entire household at home," i.e., quarantine. That said, what are the board's plans for when a resident is identified as having contracted COVID-19?

ANSWER: The Association will follow any and all health department and other governmental agency recommendations. In the event management is notified of a confirmed COVID-19 positive test result for a person residing in the building, management will contact the CDC, the Association's attorney and the Board of Directors. Management will then work with the Association's legal counsel on providing notification to residents. We will enact emergency response protocols as recommended by CDC or local officials.



111 East Chestnut Condominium Association

**Board of Directors Meeting
March 19, 2020
6:15 pm**

TELEPHONIC MEETING

AGENDA

- Meeting Call to Order
- Approval of Agenda
- Approval of:
 - a. January 23, 2020 Closed Session Meeting Minutes
 - b. January 23, 2020 Open Session Meeting Minutes
- Treasurer's Report – Carolann Randall
- Management Report – Sara H. Rudnik, Property Manager
 - 1. Approve 22.1 Disclosure
- New Business & Any Other Business That May Come Before the Board:
 - 1. Approve Chestnut Room painting proposal
 - 2. Approve design commission charter
 - 3. Discuss repairs to domestic hot water boilers
 - 4. Approve distribution of freight modernization bid documents to vendors
 - 5. Approve VDA elevator consulting services (AIC, Quality Control, Mtnc Monitoring)
- Adjournment

Homeowners' Questions: Please submit written questions or comments to the Management Office.