

Pier 3 Condominium B.O.D. Meeting

MINUTES

7.27.2017

6:30PM

3 N. COLUMBUS BLVD. PHILA., PA 19106

MEETING CALLED BY	Ed Collins, Board President	
TYPE OF MEETING	Monthly Board Meeting	
FACILITATOR	FirstService Residential	
NOTE TAKER	Cathy Proctor - Community Manager	
ATTENDEES	<u>Board Members:</u> Ed Collins (EC) – President Mike McGowan (MM) – Vice President Jo Ann Benner (JB) – Treasurer Al Borden (AB) – Member at Large <u>FirstService Residential:</u> Cathy Proctor (CP) - Community Manager Jesus Cruz (JC) – Maintenance Supervisor Gina Donovan (GD) - Executive Director (<i>arrived approx. 7PM</i>)	<u>Absent:</u> John Gagliano (JG) - Secretary

Agenda topics

MEETING MINUTES

TOPIC	REVIEW PREVIOUS MEETING MINUTES
Changes to May and June draft meeting minutes were discussed. Minutes will be revised for approval.	

ATRIUM STAIRS

TOPIC	Review O&S site visit report and Change Order #2, REV. 4, Pencoyd to resume work on 8/14/17
BOARD APPROVED C.O. #2 COST: \$5,412.50	

UPCOMING PROJECTS

TOPIC	Roof estimates
Management will obtain roof estimates for use in obtaining potential project financing. An engineer will be needed to develop specifications for project bidding.	
Board approved.	

TOPIC	Pool dehumidification unit
Elliott Lewis was awarded project to supply and install new pool dehumidification unit. Quoted 2015 cost: \$31,732. Vendor will provide updated pricing.	
Board approved.	

TOPIC	Pool Door/Window Replacement Project
Plan is to replace all South-side pool doors with a window and replace North-side doors in kind (with doors.) Bids will be collected.	
Board approved.	

TOPIC	Third floor balcony work
Payment from unit owners affected is due upon completion of work. Management to advise affected unit owners of work scope, cost and approximate schedule. Selected vendor: Home Techniques. Schedule is dependent upon completion of atrium stairs replacement project as Home Techniques is involved with wall repairs adjacent to stairs.	
Board approved.	

TOPIC	Safety Improvements at Pier bollards
Management to advise community on safety barrier at pier bollards and invite residents to view sample on southwest corner of Pier.	
Board approved.	

MISCELLANEOUS

TOPIC	VA Financing Approval
An estimate of \$1,000 has been obtained to proceed with the documentation submittal process to have the community approved for VA financing. Management to advise Board of any costs during the process that will exceed the originally approved amount.	
Board approved.	

TOPIC	Vibration Analysis
Management to begin process of sourcing vendors and obtaining costs to perform vibration analysis.	
Board approved.	

BOARD MEETING

TOPIC	Stenographer
Thutrang Luu from FirstService Residential will record meeting minutes moving forward. She will begin at the next scheduled meeting.	
Board approved.	

TOPIC	Next Board Meeting
The next Board Meeting is scheduled for August 24, 2017.	