

Pier 3 Condominium B.O.D. Meeting

MINUTES

11.29.17

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	Thutrang Luu (TL) – Administrative Assistant	
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	<u>Absent:</u> John Gagliano (JG) - Secretary

Agenda topics

MEETING MINUTES

TOPIC	October 29, 2017 Minutes
	- Management to send Board minutes via email to revise.
Board approved.	

COLLECTIONS/DELIQUENT ACCOUNTS

TOPIC	Privileges
	- Any Homeowner who is referred to legal collections will lose all privileges (key fob access to all amenities). Management will send Owners a notice of their delinquency and suspended access privileges until account is brought back to current status. If delinquent Owner's car is discovered to be parking in the garage, then car will be towed with no forewarning. Notice of this revision to current Collection Policy will be sent to community.
Board approved.	

CENTRAL DELAWARE ADVOCACY GROUP (CDAG)

TOPIC	Pier 3 representation
	- Mike McGowan to be primary and alternatives to be Reggie Breshears and Lisa Krausz, respectively.
Board approved.	

PET POLICY

TOPIC	Pet registration
	- All pet owners are to annually provide Management with proof of pets' immunization records to document that all vaccinations are up to date per current pet rules. All pet owners are to document pet licensing with the city per current pet registration form and pet rules. Management not to intervene between pet ownership for owners and tenants. That agreement resides between the owner, renter, and lease agreement. Management to aggressively enforce.
Board approved.	

AD-HOC CONSULTATION COMMITTEE

TOPIC	Committee questions
	<ul style="list-style-type: none"> - Ed Collins to draft letter to Committee regarding the decision to not get a CAI Membership because FirstService Residential currently offers various sessions and training events similar to CAI. - Minutes of Open Meetings will be emailed to community, posted in lobby and on Pier3.net. Minutes of regular monthly Board meetings will be posted on Pier3.net.
Board approved.	

2018 BUDGET

TOPIC	Long range plan
	<ul style="list-style-type: none"> - Management to send out long range plan to community.
Board approved.	

UPDATES

TOPIC	Indoor bike storage
	<ul style="list-style-type: none"> - No bike storage will be installed because new pool condenser unit is occupying the proposed bike storage space.

TOPIC	Vibration analysis
	<ul style="list-style-type: none"> - Vendor will be on site December 5th, Tuesday, to perform vibration analysis

TOPIC	Pool replacement doors
	<ul style="list-style-type: none"> - 6 doors to be replaced in total, doors which are facing the river side. Doors facing garage can be left as is.

TOPIC	Rowing machine in fitness center
	<ul style="list-style-type: none"> - Management to inquire if machine is commercial grade, if so, Board approves to purchase the equipment.
Board approved to do more research and if the machine is commercial grade, to move forward with getting the equipment.	

TOPIC	Atrium study update proposal
	<ul style="list-style-type: none"> - Management to ask Ahmad from Anchor for some recommendations for a restoration vendor.

TOPIC	2018 Scheduled Substructure Repairs - Pile, Hardware, and Apron Board
	<ul style="list-style-type: none"> - Anchor Consultants Maintenance Repairs Design Proposal was reviewed. Due to questions relating to scope and costs, vendor to be invited to attend December meeting to review proposal.

UPCOMING PROJECTS

TOPIC	2018 Landscaping Contract
	-
Board approved.	

TOPIC	PECO Incentive Program
	<ul style="list-style-type: none"> - Management to request Duncan Wright to lead this project as he has experience working on a similar assignment in the past.

Board approved.

TOPIC	Insurance Renewal
-	Insurance renewal proposal for policy period 12/18/17 – 12/28/18 was presented and discussed. Proposed renewal cost came in at less than 2% increase over previous policy period. NOTE: All policies are included in the renewal, except for Flood Insurance which is a separate policy that will renew in March 2018.
Board approved to move forward with the renewal of the insurance.	

2018 BUDGET

TOPIC	Board presentation
-	Budget meeting is scheduled for December 12 th , Tuesday at 7pm on the Mezzanine.
Board approved.	

BOARD MEETING

TOPIC	Next Board meeting
-	Meeting adjourned at 8:18pm.
-	The next Board Meeting is scheduled for December 19, 2017 at 6:30pm.
-	Management to request Ahmad, Anchor Consultants, to attend this Board Meeting.
Board approved.	