

Pier 3 Condominium B.O.D. Meeting

MINUTES

1.23.18

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 Maria DeMarco (MD) – 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

OUTDOOR CIGARETTE RECEPTACLES

TOPIC	Litter
<ul style="list-style-type: none"> - To eliminate cigarette litter from new atrium stairs' top landing, Management to purchase six (6) new cigarette receptacles. 	
Board approved.	

PURCHASING

TOPIC	Amazon prime
<ul style="list-style-type: none"> - Board approved Amazon prime membership as Management makes purchases often through site and to eliminate lost with returns and long delivery time. 	
Board approved.	

THIRD FLOOR HALLWAY ARTWORK

TOPIC	Decoration committee
<ul style="list-style-type: none"> - Sample pieces of art are currently up for display on the 3rd floor south-side hallway. - Board agreed to form an Ad Hoc Decorating Committee for the purpose of making recommendations for the additional photo selections. 	
Board approved.	

COMMON AREA MAINTENANCE (CAM)

TOPIC	Stone Henge
<ul style="list-style-type: none"> - Management to remove American Engineers Group (AEG) charge from CAM spreadsheet as technically this Topographic monitoring report only applies to the residential space and has nothing to do with the shared common areas that are accessible to both the community and commercial tenants. 	
Board approved.	

TOPIC	La Veranda
-	The Pier's fire alarm panel received a trouble signal on 1/23/18 from La Veranda. The module and wiring was disturbed in a manner that knocked it loose. Per the CAM agreement, the Pier is responsible for the cost upfront but will bill back Stone Henge.
Board approved.	

FITNESS CENTER

TOPIC	Rules sign
-	Board approved one sample of updated rules sign for Fitness Center. Management to order additional sign and Maintenance will post at the same time.
Board approved.	

ANNUAL ELECTION MEETING

TOPIC	Board election
-	Three positions (President, Vice-President and Treasurer) will be open.
-	This meeting is scheduled for Thursday, April 19, 2018.
-	Management to send out information on how to submit candidacy.
Board approved.	

FLOOD INSURANCE POLICY

TOPIC	Insuring contents of the Pier
-	Flood insurance renewed at minimal increase; Management to investigate cost of securing contents coverage.
Board approved.	

COMCAST

TOPIC	Bulk contract
-	Future plan to hold a meeting about bulk contract with Comcast and other points relating to internet service/cable. Management to consider sending out automated call to community in addition to email notice.
-	In addition, future consideration will be given to utilize the automated call process to announce future meetings.
Board approved.	

FIRE SPRINKLER REPAIRS

TOPIC	Wayman Fire Protection
-	Quote for \$3,474 to shut down sprinkler system, replace corroded sprinkler system main pipe at two specific points, replace one corroded sprinkler head, replace two sprinklers, and restore system to normal service.
Board approved quote.	

BOARD MEETING

TOPIC	Next Board meeting
-	Meeting adjourned at 9:30pm.
-	The next Board meeting is scheduled for February 21, 2018 at 6:30pm.
Board approved.	