

# Pier 3 Condominium B.O.D. Meeting

## MINUTES

2.21.18

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	<p><u>Board Members:</u>                      Ed Collins (EC) – President                      Mike McGowan (MM) – Vice President                      Jo Ann Benner (JB) – Treasurer                      Maria DeMarco (MD) – Member at Large                      John Gagliano (JG) - Secretary</p> <p><u>FirstService Residential:</u>                      Cathy Proctor (CP) - Community Manager                      Jesus Cruz (JC) – Maintenance Supervisor</p>	<u>Absent:</u>

### Agenda topics

#### GARAGE BEAM REPAIRS

TOPIC	Localized work
	<ul style="list-style-type: none"> <li>- Board has decided to periodically monitor ceiling tiles in the garage and to make light repairs as needed, but will not pursue localized work because future plans include repairing the entire atrium.</li> <li>- Board denied O&amp;S Associate's proposal of immediate repairs to the atrium plaza of the building.</li> </ul>
<b>Board approved to monitor garage beams.</b>	
<b>Board denied O&amp;S's proposal.</b>	

#### ATRIUM STAIRS

TOPIC	Standing water on stairs
	<ul style="list-style-type: none"> <li>- A north-side atrium staircase has a belly and is holding water; possible solution is to drills holes in strategic points to allow water to filter down. Holes should be galvanized to prevent future rusting. Management to reach out to O&amp;S for opinion on this matter.</li> </ul>
<b>Board approved to seek O&amp;S opinion.</b>	

#### THIRD FLOOR HALLWAY ARTWORK

TOPIC	Placement
	<ul style="list-style-type: none"> <li>- At the moment, no interest from community regarding Decoration committee to assist with choosing the remaining hallway artwork. Only one comment has been received about the display.</li> <li>- Board agreed that artwork should be displayed at eye-level as it is currently too high.</li> </ul>
<b>Board approved.</b>	

#### PECO INCENTIVE PROGRAM

TOPIC	March's First Friday Happy Hour
	<ul style="list-style-type: none"> <li>- PECO will make an appearance at March's First Friday Happy Hour to introduce energy saving incentive program to community.</li> </ul>
<b>Board approved.</b>	

**OTHER INCIDENTS**

TOPIC	Car Break-ins
	<ul style="list-style-type: none"> <li>- Due to the recent car break-ins, Management to circulate image of suspect. The Association's attorney mentioned that as long as we have clear camera footage of the suspect that we may pass along the image to the community. Management to remind community to be aware of their surroundings, lock their vehicles, secure their personal belongings and to be extremely aware when they are entering/exiting at any access point on the property.</li> <li>- John Gagliano to examine current camera placements and to suggest points for potential new cameras placement.</li> </ul>
<p><b>Board approved to circulate suspect's picture to community.</b>  <b>Board approved to investigate getting more cameras and/or upgrading system.</b></p>	

TOPIC	Visitors
	<ul style="list-style-type: none"> <li>- No staff member should ever escort anyone off the property. If there is an issue, residents are advised to call the Police. There is no security onsite to assist with any disputes.</li> </ul>
<p><b>Board approved.</b></p>	

TOPIC	Food delivery
	<ul style="list-style-type: none"> <li>- Management to create new log binder for food delivery service workers to sign in. All deliverers are to stop at the front desk first and sign in. After their delivery, they must sign out.</li> </ul>
<p><b>Board approved.</b></p>	

**BOARD DECISIONS**

TOPIC	Board actions outside of meetings
	<ul style="list-style-type: none"> <li>- All decisions made outside of the monthly board meetings must be agreed or denied by all Board members via email. If members are not in agreement, further discussion must be had in the next Board meeting and then decided upon.</li> <li>- If any additional meetings occurred outside of the monthly Board meeting, it must be included in the minutes.</li> </ul>
<p><b>Board approved.</b></p>	

**WEBSITE SUBMISSIONS**

TOPIC	Personal surveillance cameras
	<ul style="list-style-type: none"> <li>- Request to install personal surveillance camera was denied. Board is reviewing current camera locations and positioning to determine if additional cameras are needed and the placement of any additional cameras.</li> </ul>
<p><b>Board approved.</b></p>	

**DOG POLICY**

TOPIC	Lobby
	<ul style="list-style-type: none"> <li>- No pets are allowed in the lobby except if carried.</li> <li>- No pets are allowed in the common areas of the exterior of the South and East Piers.</li> </ul>
<p><b>Board approved.</b></p>	

**DOMESTIC WATER PUMP**

TOPIC	A.C. Schultes proposal
	<ul style="list-style-type: none"> <li>- Proposal to rehabilitate #2 booster pump. The 7.5 HP vertical inline booster pump is leaking through its mechanical seal. Work includes mobilizing the necessary labor, equipment, and material to the job site. Total project cost is \$2,771.</li> </ul>
<p><b>Board approved.</b></p>	

**GOODWILL**

<b>TOPIC</b>	Donation Drive
-	From March 19 <sup>th</sup> – March 6 <sup>th</sup> , a Goodwill donation bin will be placed onsite to collect gently-used clothing, electronics and other items.
<b>Board approved to place bin either in the mezzanine or by the Management office.</b>	

**BOARD MEETING**

<b>TOPIC</b>	Next Board meeting
-	Meeting adjourned at 9:05pm.
-	Next meeting is scheduled for Wednesday, March 21 <sup>st</sup> at 6:30pm.
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<b>Board approved.</b>	