

# Pier 3 Condominium B.O.D. Meeting

## MINUTES

7.25.18

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	Cathy Proctor, Mgr. (CP) – / Sam Pasquariello, Admin. Ass't. (SP)	
ATTENDEES	<p><u>Board Members:</u>            Ed Collins (<b>EC</b>) – President            Mike McGowan (<b>MM</b>) – Vice President            Jo Ann Benner (<b>JB</b>) – Treasurer            Maria DeMarco (<b>MD</b>) – Member at Large</p> <p><u>FirstService Residential:</u>            Cathy Proctor (CP) - Manager            Mitchell Spies (MS)- Maintenance Supervisor            Samantha Pasquariello (SP)- Regional Administrative Assistant</p>	<p><u>Absent:</u>            John Gagliano – Secretary</p>

## Agenda topics

### REVIEW MINUTES

TOPIC	June minutes were reviewed and revised
	Revisions: (1) window tint –approval is for specifications development only; (2) Maria DeMarco will be liason for pet committee; (3) correct Wreath rule to read "Only holiday season decorations, including flags and/or banners, may be displayed. Decorations must be holiday appropriate and in good condition."
	<b>Board approved minutes as revised</b>

### CDAG

TOPIC	CDAG Mission Presentation (6:30 – 7:15PM)
	<ul style="list-style-type: none"> <li>- Joe Schiavo and Matt Ruben of CDAG were in attendance to provide the CDAG Mission Presentation; this presentation is a required part of the membership application process</li> <li>- Based on comments/feedback from Joe/Matt, an addendum to the Pier 3 CDAG membership application will be drafted to submit to CDAG by 7/30/18</li> </ul>
	<b>Board approved.</b>

### FINANCIAL REVIEW

TOPIC	Reserve Investment Accounts
	<ul style="list-style-type: none"> <li>- Investigate alternative investment accounts, per FirstService Financial Reserve Program Rate sheet, with institutions offering higher yield than existing investment accounts</li> </ul>
	<b>Board approved.</b>

### CAM

TOPIC	Board Position on Items still in dispute following 7/12/18 meeting CP/Stonehenge
	<ul style="list-style-type: none"> <li>- Trash: payment is due as stated</li> <li>- Porter: payment is due as stated; mediation item: inclusion of workers' comp and payroll taxes to reflect true employee cost</li> </ul>

7.25.18 - Minutes

- Concierge: payment is due as stated; mediation item: inclusion of workers' comp and payroll taxes to reflect true employee cost
- Utility Billing Fee: payment is due as stated; Pier 3 agrees to review and consider this item at mediation
- Generator: Generator fuel and all items related to generator operation, maint, repair should be charged at 15%; if 5 N. Columbus Blvd. Associates not in agreement, this item to be part of mediation
- Extermination: payment is due as stated; Pier 3 agrees to review and consider this item at mediation
- Janitorial: payment is due as stated
- Equipment: pallet truck expense removed; surveillance camera cost removed from this item and placed in life safety
- Painting: Exterior Painting Removed contingent upon 5 N. Columbus Blvd. Associates agreement to consider exterior painting at mediation
- Life Safety Systems: Payment due as stated
- Miscellaneous: Will remove Ambuis charges for indoor container plant rental/maint. Contingent upon 5 N. Columbus Blvd. Associates agreement to consider this item at mediation.

**THIRD FLOOR HALLWAY ARTWORK**

TOPIC	Community Poll
	- Community Poll to be conducted soliciting input re color and black/white/greyscale photos or exclusively display black/white/greyscale.
<b>Board approved.</b>	

**WINDOW TINT INVESTIGATION**

TOPIC	Evaluation of Samples
	- (6) 12" X 12" tint color samples to be placed on Unit #213 for Board evaluation
<b>Board approved.</b>	

**UNIT OWNER WATER CONSERVATION PROPOSAL**

TOPIC	National at Old City Excess Water Usage Due to Leaking Toilets
	- Communication will be sent to community advising of these findings and to check for leaky/running toilet and advise management/maintenance if they need assistance with repair (unit owner cost)
<b>Board approved.</b>	

TOPIC	CARD READER ACCESS AT LOADING DOCK GATE FOR ALTERNATE PET ACCESS
	- Cost of \$1,900 was approved was approved for card access and door modifications CONTINGENT upon installation of street view camera.
<b>Board approved via email vote on 7/9/18 in between meetings.</b>	

**POOL**

TOPIC	Pool Lights
	- Cost of \$1,856.39 was approved to install (2) new color LED pool lights and controller as pool is being drained/re-filled.
<b>Board approved via email vote on 7/22/18 in between meeting</b>	

**SOUTH SIDE TRASH COMPACTOR**

TOPIC	South Side Compactor Replacement vs. Repair
-------	---

7.25.18 - Minutes

- Board approved BE Equipment, Inc. proposal for replacement compactor, including 2 new dumpsters. COST: \$16,665.00

**Board approved.**

#### MAINTENANCE AND PORTER UNIFORMS

TOPIC Uniform Purchase Program vs. Current Rental Program

- Board approved proceeding with Cintas Uniform Purchase Program which will result in savings over current rental program, CONTINGENT upon reducing quantity of pants purchased to 3/man.

**Board approved.**

#### EMPLOYEE REVIEWS

TOPIC Annual Employee Reviews

- Board to participate in Annual Employee Reviews

**Board approved.**

#### GOOD WILL CLOTHING DRIVE

TOPIC Proposed Clothing Drive

- Board approved having a Good Will Clothing Drive at Pier 3.

**Board approved.**

#### OPEN MEETINGS

TOPIC Open Monthly Board Meetings

- Motion to approve Open Board Meetings not approved. Owners wanting to present a specific topic to Board may contact management to arrange a scheduled date/time.

**Board approved.**

#### NEXT MEETING

TOPIC Next Meeting Date

- Next meeting date set for Wednesday, August 22, 2018, 6:30 PM, Suite 300

**Board approved.**