

Pier 3 Condominium B.O.D Meeting

MINUTES

11.27.18

4:00PM

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 (CP) / Sam Pasquariello (SP)
ATTENDEES	<p>Board Members: Ed Collins (EC)-President Mike McGowan (MM)- Vice President (Absent) Jo Ann Benner (JB)- Treasurer Maria DeMarco(MD)- Member at Large John Gagliano (JG)- Secretary</p> <p>FirstService Residential: Cathy Proctor (CP)- Community Manager Gina Donovan (GD)- Executive Director Sam Pasquariello (SP)- Administrative Assistant Mitchell Spies (MS)- Maintenance Supervisor</p>

Agenda topics

OCTOBER MEETING MINUTES

TOPIC	Approve October Minutes
-	Minutes not available
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CONCLUSIONS	Minutes will be emailed to Board

INVISION SECURITY

TOPIC	Surveillance Camera Upgrade Proposal
-	Proposed south, north and atrium (4 cameras) to be removed from proposal; cameras at north, south elevator landings to remain. Vendor will revise.
-	Two optional preventative maintenance plans discussed. To be revisited upon receipt of revised proposal.
CONCLUSIONS	Board Approved new work scope; pending receipt of revised proposal.

FINANCIAL REVIEW

TOPIC	BE Equipment South Side Trash Compactor Expense
-	Per Treasurer, compactor expense to be re-classed from Reserves to Operating.
CONCLUSIONS	Board Approved.

COLLECTIONS

Approved

TOPIC	CAM
	-Reviewed Eric Phillips' draft response to 5 N. Columbus Associates attorney re mediation and audit -CV's for two potential mediators were reviewed; 5 N. Columbus to also propose mediators
CONCLUSIONS	Board Approved draft letter, with stipulation that audit process must begin by 12/15/18.

ATRIUM ENGINEERING ASSESSMENT

TOPIC	Project Next Steps
	<ul style="list-style-type: none">- Board met with Pullman WJE reps at 2 PM, immediately preceding this meeting- All questions submitted, in writing, by community members presented to WJE/Pullman- Many questions centered on timing of repairs; must project be completed now in entirety, or can priority repairs be addressed and others delayed to allow more time for accumulation of funds.- WJE/Pullman reiterated that waterproofing membrane has failed; concrete topping must be removed to replace membrane- Degradation of structural components will continue and repairs will become more costly if delayed- Board consensus is existing planters, walls, will be replaced with same configuration- Expected project timeframe discussed: 3 phases, 6-8 weeks/phase- Coordination of electrical and drainage for planters was discussed- Proposals for Peer review of WJE/Pullman reports, design docs, estimated cost will be sought- Open Homeowner Meeting Set for January 14, 2019, 7PM
CONCLUSIONS	Open Meeting Date and Solicitation of Peer Review Proposals approved. Engineers to be contacted: Larsen & Landis, Callaghan, O&S

TOPIC	Front Desk Keri System Upgrade
	-Software/Hardware Proposals for necessary upgrades to Keri System were reviewed COST: \$2,772.75
CONCLUSIONS	Board approved cost of \$2,772.75

TOPIC	ATRIUM STAIRS
	-Pencoyd proposed \$500 credit for labor to install handrails; Home Techniques to install upon completion of wall work - Verify with Home Techniques if credit amount is reasonable
CONCLUSIONS	Further investigation necessary

TOPIC	ARTWORK COMMITTEE
	- JG to send MD Philly History digital photo files
CONCLUSIONS	Proceed with remaining originally selected historical photos, black/white/greyscale

TOPIC	PET COMMITTEE
	-Recommendations for creation of pet website and email, \$250 holiday contribution for pet gifts, updated Visiting Pet Registration Form and addition of mirror at loading dock pet door were presented and discussed.

Approved

CONCLUSIONS	Board approved all above recommendations, with the EXCEPTION of \$250 holiday contribution

TOPIC	ASSOCIATION INSURANCE RENEWAL
	-Indicates are favorable, less than 1% increase, expected. To be confirmed at 11/29/18 meeting with insurance agent.
	- Renewal quote to be provided to Board for review/decision prior to the 12/28/18 policy expiration.

NEXT MEETING	December 12, 2018
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