

ROCKLAND RUN CONDOMINIUM
BOARD OF DIRECTORS MEETING MINUTES
April 29, 2014

In Attendance:

- Ivan Sadykov
- Naum Gilkis
- Smita Pai
- Ben Colbert
- Alicia Whye
- Thomas Teglassy
- 5 Residents

Meeting official Start: 7:12 pm

- I. Call to Order
- II. Proof of Quorum
- III. Approval of Agenda-
 - a) Unanimous Approval
- IV. Approval of Previous Meeting's Minutes (Attachment 7)-
 - a) Unanimous Approval
- V. Residents' Forum
 - a) Resident wrote a letter in Russian which is to be translated before distributing. Same Resident that complained of a leak in his bedroom.- 1 Windblown
 - b) 9 Windblown- T1- Sunroom leaking. Workers will come to finish the job. Have to finish siding in - ARA is the contractor
 - c) 9 Windblown- 201- Needs to have utility room fixed- will look into the issue
 - d) Compliant about the gentleman that cleans the inside of the buildings. Some believed that he was not doing his job. Felt that their units were still dirty even after he finished cleaning.
 - a. Ivan stated that each building gets cleaned about once a week.
 - b. But he will investigate to make sure the gentleman is following his contract.
- VI. President's/Treasurer's Reports

- a) Gas leak- Ben met with Inspector
 - a. Incomplete documentation was provided to Ben- Ivan has some documents which he will provide to Ben
 - b. There were some requirements that will need to be completed by the board:
 - Bi-annual Courses
 - Leak inspection every 5 years
 - Key Valve test
 - Soil readings yearly (haven't had one in two years)
 - c. Ben has a full list and will distribute for all to review- has a concern with the financial impact of this all

- b) Treasurer
 - a. Thomas stated that we are recovering
 - b. \$85,000 between various accounts
 - c. As of May we can replenish reserve account
 - d. Thomas is asked Metropolis to start process to transfer funds to reserve account- \$16,000/ month
 - e. Thomas noticed on financial reports that there was an expenditure of \$16,000 as contribution to reserve; but there wasn't a deposit.
 - i. Asking Metropolis to investigate.
 - ii. Smita stated that she will check with Victory to see if check cleared from operating account
 - f. There are 3 invoices that Naum is still waiting for. Smita will look for them- Best Handyman invoices

VII. Action Items

- a) Pool Opening – 132491
 - a. Approve all proposals from vendor
 - b. Was informed that all repairs were completed and the Pool can be opened.
 - c. Ivan questioned of the 3 proposals included everything
 - i. This brought up a miscommunication between the vendor and Naum. Vendor believed that we would buy the supplies, but traditionally the vendor would include supply cost in the proposals.
 - ii. Ben stated he would speak with the vendor on Thursday to discuss.
 - iii. Supplies should be included in the proposal. Board will not be responsible to purchase them
 - d. Smita asked about the rules of the pool and the passes- Will we need to send out pool applications

- i. It was agreed that no applications will be needed because every household should have a set of passes
 - ii. Misunderstandings of how the passes are distributed – Smita said she would send out the pool rules for us to discuss at the next meeting.
 - iii. It was agreed that if a pass is lost or if a unit needs a new one it would be \$25
 - iv. Metropolis agreed to order a small box
 - e. A newsletter/ memo will be sent to community about the pool opening and the rules

- b) Fire Marshal requirements – 131149 – Fire escape
 - a. Ben has been trying to contact them but has not been able to reach
 - b. The vendor is no longer FPG- we have new proposals from new vendors
 - c. Ivan wanted to approve that evening
 - i. \$13,500 will include all walls, doors, and electrical boxes
 - ii. It was suggested by Thomas that we have the fire Marshal walk through after the first couple of units are completed to make sure the work is up to par.
 - iii. Ivan agreed and stated that the following will happen:
 - 1. They will be given a single stairwell
 - 2. That stairwell will be inspected
 - 3. If approved then the contractors work will be expanded
 - d. There is a list of 29 items that are still left to be done
 - i. Ben reviewed the list but is afraid that our finances will not be able to cover the cost.
 - ii. Trying to work with Fire Marshall to see if something can be worked out
 - e. Smita questioned the \$13,500
 - i. It was stated that things that happen outside the units are technically considered repairs for the reserve
 - ii. We can get \$13,500 from the reserve fund and document how it was used.
 - f. Motion to approve the proposal with the understanding that work will not be started till July- unanimous approval
 - g. Vendor is Bath and Kitchen
 - i. Ivan will send phone number to Ben

- c) Forensic Audit Status – 132175
 - a. Metropolis is looking at other firms for Bids
 - b. Metropolis usual firm's is busy and our audit doesn't fit into their schedule

- d) Landscaping: Lawn repairs, mulch – 131496
 - a. no mulch on snow meadow

- b. Lawn mower broke a window- will need to be investigated- Naum is researching
 - c. Grass is needed in some areas of the property. Ivan will contact the vendor (Y&L) to request a proposal - a concern was noted that soil may need to be added to some areas as well. This typically cost extra. This will all need to be researched.
- e) Lights out – 1801 SML
 - a. On the side that faces 83
 - b. Ivan would like his company to do the lighting for the property.
 - i. Smita mentioned that this can be done, but Ivan would need to present to the board like any other vendor and allow the other board members to vote
 - ii. It was also stated that the board can state that they want a vendor as the vendor of choice because it isn't a vote on a contract.
 - c. Motion to have Ivan's company as the electrician of choice was unanimously agreed upon- it was noted that Ivan will not be able to sign the invoices for his company's work.
- f) Fence staining inside, paint outside
 - a. Fence that faces 83 has graffiti
 - b. Must be painted due to MD law
 - c. Have to choose whether to paint or stain it- consider putting up sticky bushes to stop the artist from tagging the site.
 - d. Need to get handyman contracts and review
- g) Performance of solar panels, hot water low in 1805 SML – 131486
 - a. Belief that something is wrong with the mixing valve
 - b. Suggested to have the plumbers meet up and discuss their thoughts and solutions to fix this issue
 - c. Naum will schedule plumber (advanced plumber) because the mixers need to be maintained every year. Not sure when the valve was last cleaned.
 - d. There is a question of a \$29,000 charge by Victory vs. \$8,000 by vendor. Need to see where the \$29,000 went
- h) Gas Leak – 131812
 - a. Invoice needs to be signed by Naum
- i) Hurricane Damages – 132512
 - a. NAC- \$29,000
 - b. Receiving Invoices but Smita needs to know what to tell NAC.
 - c. Supposedly Victory submitted an insurance claim with Hartford for \$400,000- Metropolis will need to investigate where the money went because it wasn't received by NAC.

- d. There should have been a separate account for the Insurance funds
 - e. The association should only be OOP for the deductible amount of the claim.
 - f. Smita agreed to discuss this with NAC. NAC will need to inform us what invoices are for Hurricane Sandy repairs vs. other repairs done on the site- Board will then need to approve the none Hurricane repairs
- j) Metspector Letter/2 Long Stream 302 – 132565
 - a. Vinyl siding/ gutter
 - b. This is not on our current project scope but will keep track
 - k) Metspector Letter/7 Winblown T2 – 131739
 - a. Eroded soil and requesting top soil and grass
 - b. Will need to discuss with landscaper
 - l) Metspector/1 Suntop 202 – 132134
 - a. Settlement cracks
 - b. Will need to take a look- unit is for sale
 - m) Roof Leak/13 Suntop 301 – 131660
 - n) Balcony Repair/7 Suntop 201 – 131726
 - o) Balcony Repair/9 Windblown T1 – 132176
 - p) Bathroom Leak – 131870
 - a. M, N, O, P will be discussed between Ben and Naum. They will keep track of those little repairs issues
 - q) Bulk Trash – 131946
 - a. Naum will handle the Bulk trash vendor
 - b. Concern about our ugly trash bins and a request was in place to paint them.
 - i. Baltimore county provides the recycling dumpster
 - ii. Smita will review to see what can be done
 - r) Deer Concern – 132288
 - a. Unfortunately, there is nothing we can do
 - s) Insurance Claim/9 Suntop – 131484
 - a. A unit owner filed an insurance claim against the master policy (Hartford)
 - b. Victory made claim for damage- water damage
 - c. The amount of the damage is important because the first \$5000 is billed to the causal unit.
 - d. Depending on the amount the board will need to make the decision to file the claim.
 - e. Smita will need to research this case
 - t) Invoices – 131694

- u) Noise Concern/2 Long Stream 201 – 132177
- v) Porch Repair/1801 Snow Meadow 301 – 131723
- w) Public Service Commission – 132206
- x) Reimbursement Request – 131378
- y) Repair Concern/1804 Snow Meadow T1– 130929
- z) Request For Minutes – 131375
- aa) Tennis Court – 132481
- bb) Water Leak/1 Suntop T1 – 131929
 - a. T) through bb) were not discussed at this meeting due to time constraints

Meeting officially closed- 9:12 pm