**Wentworth Place, A Condominium**

**Minutes**

**Board of Directors Virtual Meeting**

**Wednesday September 27, 2023**

To allow for maximum flexibility and members' attendance, the Board meetings will continue to be held virtually.

**Call to Order**

Charles Wright, President, called the meeting to order at 7:01pm. Board members in attendance included C. Wright, L. Deavers, C. Eliopoulos, D. Reinecker, A. Russo, L. Neuwirth, G. Noble, and J. Baker. D. Shome was excused. Paul Genebroso and Amir Greene from GHA were in attendance.

**Proof of Quorum**

Yes – members present constituted proof of quorum.

**Approval of Minutes**

Charles motioned to approve the minutes of August 23, 2023 Board meeting. Linn seconded; all were in favor.

**New Property Manager:**

Paul introduced Amir Greene who will take over management of our Association effective October 2, 2023. The Board welcomed Amir and look forward to working with him. The Board also thanked Paul for his excellent service over the years.

**Residents' forum**:

None

**Treasurer's Report**

DB sent an email and provided the following financial status as of September 27, 2023

The balance in the reserve fund is:

Cash: $150,629.79
Securities: $119,132.71

Total: $269,762.50

GHA is up-do-date in regards to depositing monthly reserve fund contributions. Thank you, Paul.

Payment to ABSI for Isolation Valve replacement in the amount of $7,690 has been scheduled. So the reserve fund balance will be $262,072.50.

Contributions received from GHA in regards to the latest special assessment that was imposed to raise $600,000.

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| --- | --- |
| 02/13/2023 | $170,336.50  |
| 03/24/2023 | $118,535.50  |
| 03/29/2023 | $23,449.60  |
| 04/28/2023 | $107,153.30  |
| 05/26/2023 | $103,409.28  |
| 06/30/2023 | $24,699.00  |
|  |  |
|  | $547,583.18  |
|  |  |

Deposit of $52,416.82 is pending from GHA; Paul mentioned this will be done in October.

**President's Report**

* Charles motioned to ratify vote by email to accept proposal from ABSI for $7,690.00 to replace four valves on the boiler. Donald seconded; all were in favor.
* Roof/canopy work was completed late August.
* The pool closed after Labor Day w/end.
* Water pressure test for leak in the pool was conducted in September. American Pool provided a proposal for repairs; Paul requested other bids.
* Reserve Study: Paul mentioned that a draft report is expected on/about October 2, 2023.
* Boiler update: Work is progressing well and the two boilers are expected to be up and running by second week of October.
* The AC is scheduled to be turned off on/about October 13 and the heat will be switched by October 16, 2023 per county guidelines.
* Filters will be ordered and distribution is anticipated by mid-November. Owners will be reminded to ensure proper maintenance of their convectors to prevent leaks. The Board will look into a building-wide exercise in the new year.
* Puddle on fifth floor: We are still investigating the source of the water – Paul will have other contractors investigate.

**Manager’s Report**

* Audit status: DB has the report and Paul will follow up on the review.

ABSI submitted a proposal to replace the chiller/tower condenser pump motor; Charles motioned to accept the bid for $2,916.00; Donald seconded and all were in favor.

* Painting of stairwells: Paul received another proposal which was much more expensive. Charles motioned to accept the proposal from CoreCom for $1348.00. Linn seconded and all were in favor. This work will be scheduled towards end of November.
* Carpet cleaning: It is scheduled for October 19-20, 2023. No moves will be allowed on those two days.
* Unit 302 renovation: The Board approved the work per owner’s proposal and submission of necessary permits. Paul was asked to ensure that no structural work would be carried outside of the unit. Owner should inform neighbors about noise disruption, ensure that contractor cleans up at the end of the day, and no construction debris be left in the trash bin or on the property.
* Unit 105 patio door repair: Owner provided two bids and will request other proposals for discussion at October meeting.
* Windows replacement: Unit 310 has a window coming out of the frame and owner provided a proposal for its replacement. Units 508 and 512 have encountered major water intrusion and damage to walls under the windows. Owners provided three bids and Paul was asked to contact Katchmark to work out some better pricing/logistics for the replacement of all three units’ windows.

**Executive Meeting**

Charles motioned to adjourn the regular meeting at 8:25pm and to move to Executive Session. Donald seconded and all were in favor.

Charles motioned to adjourn the Executive Session at 8:35pm; Christiane seconded and all were in favor.

**Adjournment**

Charles motioned to adjourn the regular meeting at 8:40pm. Donald seconded and all were in favor.

Next regular meeting is scheduled for Wednesday October 25, 2023 starting at 7:00pm. It will be virtual via Zoom.