

Pratt Towers Closed Board Meeting

Public Record Minutes

January 16, 2023

Board members present at meeting: Leslie Sierra, Audrey McConney, Phyllis Hulen, Joan Whitsett, Chrysetta Patterson, Charlene Stevens, Rob Sinclair, Jeffery Ryan.

Joan made the motion to accept the minutes with noted corrections. It has been moved and properly seconded By Leslie on 2/8/2024

Meeting called to order at 7:10 pm

Managers & Super's Reports

- See Manger's/Super's report
- Boiler 1 needs 50 tubes replaced according to Controlled Combustion, our new boiler company. New Way and replaced 15 tubes in the past. 10 of these are ready for replacement. Between September and November several were already replaced. The bad tubes are infecting the good and new tubes. We need to change all the plugged tubes first. The Boiler should have been inspected in the off season when the boiler can be turned off and cooled.

Action: Board wants to meet with Controlled Combustion to set up a plan and get a cost.

- Boiler 2 only has a few bad tubes but it is running on oil at this time.
- Rob inquired if any other J line apartments have roaches as I do.

Action: Tracy or Winston will inquire with my neighbors.

Board's Discussion:

- Rob suggested that we put a temporary air saver on the lobby door made of 2x4's and plywood to protect security from the extreme cold for the short term.

Action: Board will mention to Gus.

- Displaying printed notices on each floor. It will hold 4 notices side by side.

Action: Board approves for Manager to make this of this purchase of \$25 per floor.

- Two of our porters are claiming that the Manager and Super are harassing them. A hearing with the Union has been scheduled.

Action: The Manager will attend the meeting and Reality Advisory Board(RAB) will be in attendance. Tracy has detailed written reports of the insubordination to take with her.

- Laundry Room: Concerning the non-working machines and the lack of attention by Hercules.

Action: Board wants a meeting with the owner of Hercules concerning the issues with the re-opened the laundry room.

- Election update – We have not met quorum.

Action: A one day in person vote will be held on 1/18/2023.

- Local Law 152, Gas line certification – Tabled. Waiting to hear from Jack.

- Purchase of the Bargold storage rooms – We are waiting for your attorney to negotiate with Bargold. We are waiting to access the reserve the funds. We need to find out the balance of the reserve fund.

Action: Treasurer will follow up.

- Hire of new accounting and security companies - Tabled
- Parking Lot lines – Tabled

Action: We need an estimate from Xinos and someone else. Follow up by management.

- Fire Emergency preparedness – Table. No reports yet.
- Lithium-Ion batteries - Do we have to provide a charging station for these batteries?

Action: Let's ask Security to follow up on reporting those that are entering the building.

- Concierge Plus and Posting Minutes – Tabled. Waiting on attorney.
- Open Shareholder Meeting for 2024 - Tabled
- Dog Policy/Run – Working on a Registration form and we need to vote on a dog relief area. Tabled
- Shareholder co-op insurance enforcement. – Can we enforce it and can we charge a fee if they do not have it. Tabled.
- National Grid gas line for the Co-Gen system – National Grid determined that a new gas line was needed for the new Co-Gen system. They have received payment and are waiting on the permit from the city to open the ground.
- Hallway Finishes – Tabled

Action: Board has a meeting with Gus to review the floor tiles.

- Mirrors on the Floors. Board would like to have a uniformed framed mirror on each of the floors.

Action: Rob will do research this and bring the Board some options at the next meeting.

- Arrears – already discussed in managers' report.
- Bike Rack, tabled until lobby is done.
- Family Day Celebration – Tabled.

Action: Need to form a committee.

- Professional Transcriber – Still need to investigate this. 2 people in the building are interested. We need to know how we are going to pay them.
- Election of Board Officers - Tabled
- Board Condolence Protocol. We can also send out b-day cards to those with mile stone birthdays.

Action: Vice President will pick up a selection of cards that can be sent out by the office.

- Mr. McFarland 19K, has passed away at 100 years old.

Action: We should come up with a way to memorialize our past shareholders, maybe in the new lobby design.

- Landscaping in the Spring after scaffolding comes down. Tabled,

Action: We need a meeting with Xinos and Management need to talk to the landscaper.

- Furniture in Capital Apartments.

Action: We need to locate the furniture

- Annual Apartment Inspection mandates. What can we do and can't do? Can we look in closets?

Action: Manager can get that started.

- Air Conditioners – Was suggested that we should just charge everyone a flat fee since people are hiding them.
- Hoarders. 21B needs to be spoken to because here apartment is not clean and it will attract roaches.
- Furniture for the offices. Tabled.
- Application Fees Account. Tabled
- We need storage for the office paperwork. Tabled
- GC Dynamic is using space in the basement.

Action: Management is working on moving him out.

- Gratuities – Discussion about how the funds are distributed. The Board does not handle or distribute the funds. The Improvement committee handles this. The Board is only suggesting the disbursing of the funds based on the prior disbursements.

Action: Board Secretary will update the excel table to reflect how the funds were distributed.

- Closed Board meetings will remain on the 3rd Tuesday of each month in 2024.
- Open Board meeting. HPD is requiring 6 meetings. The second Thursday of every other month. For example, Feb 8th will be first meeting.

Action: Rob will draft of the agenda to send around.

Meeting adjourned at 9:22pm

Revise the Gratuities schedule.

Look for mirrors