

MASARYK TOWERS BOARD OF DIRECTORS
REGULAR MEETING
DECEMBER 18, 2024
Held in the Masaryk Community Center

ATTENDANCE:

Directors present: Robert Caballero, Pisan Duong (on phone), Carolyn English, Raquel Keating (on phone), Bernice McCallum, Laura Pagan, Margarita Perez, William Ramirez, Ted Reich.

Board members absent: De Los Santos, Frank Fernandez, Jose Rivera, Yvonne Talton, Christine Walford, Michelle Zheng.

Also present: Mitch Magidson, Manager, Austin Patterson, Assistant Manager, Attorney Scott Smiler, David Baron, President of Metro Management & Development, and Basil F. Taha, Senior Associate, L+M (Lawless & Mangione), Architects/Engineers.

The first part of the meeting was open to all shareholders as advertised.

- 1. Masaryk President Bernice McCallum** opened the meeting and welcomed the attendees at 7:12 pm.
- 2. Attendance and quorum at 7:14 pm. 7 directors are present in person and 2 by telephone for a total of 9, constituting a quorum.**

See attendance and voting sheet on page 5.

3. Management report by Mr. Magidson.

- All lobby monitors are working (someone interjected that the one in 65 is not working). I have been in touch with the consultant, and he indicated that he will be here to work on the system. The assistant manager will receive instructions on how to use the program software.
- The installation of automatic door operators will commence in early January starting with 71 Columbia.
- The manufacturer's warranty parts for the Delancey parking lot gate have arrived from the manufacturer. The installer is scheduled to be here tomorrow.
- Richie's Tree Service was here yesterday to complete the removal of the remaining stumps of several trees that had to be destroyed.
- We continue to have bi-weekly meetings with HPD's project manager regarding the next round of capital improvements. We are seeking funding for modernizing all sixteen elevators, Local Law 11 façade work, replacing all windows and air conditioner sleeves, replacing the roofs, and modernizing the apartment electric panels with circuit breakers. While our discussions are at a stalemate at this point, we received permission from HPD

to send out the bid package to general contractors. We received four sealed bids which we shall be opening during the executive session tonight.

- Also present tonight is David Baron, president of Metro Management and Development and Basil Taha, chief engineer at Lawless and Mangione, our architects and engineers.
- Mr. Taha and his staff will analyze the four bids and report back to management and the board. The board will then choose the lowest competitive bid and forward all the bids to HPD.

4. The president's report.

Ms. McCallum strongly recommends that people do not open doors for people they do not know. That includes the lobby door and apartment door. There are unknown people walking around the hallways trying to get into apartments so keep your apartment door always locked.

5. Ms. McCallum opened the meeting for questions from the floor at 7:21 pm.

Among the questions and responses:

Sotera Ramos, Bldg. 65: What are the functions of the committees and can we get a list of them and when they meet?

McCallum responded: We will be discussing exactly that later during the executive session.

Jaime Buitrago, Bldg. 87: Something must be done to keep many strangers from walking into 87 through the open door to the basement.

Magidson responded: I will instruct maintenance to keep the ramp door closed and locked while they are taking the garbage out.

Johnny Malave, Bldg. 71: Will the millions of dollars coming from HPD be put in an interest-bearing bank account? Will competent contractors be chosen to do the work right the first time?

Basil Taha of Lawless and Mangione responded: We are familiar with all the general contractors and subcontractors and have worked with them on many restoration projects. As with all these restoration projects, and "Owner's Rep" is hired to interface between the contractors and management and the residents, facilitating access to the apartments for interior work such as the windows. This person will organize weekly meetings involving all pertinent partners, including the HPD representative and other oversight agencies, and interested shareholders.

Baron, Taha and Magidson responded further: The funds from the City are retained by them. At no time does Masaryk receive money. As work progresses, the contractor submits requisitions for payment to Metro Management, the Owner's Rep and Laless & Mangione. The work they claim for payment is constantly examined. Once all parties sign off on the requisition, Management submits it to HPD. After HPD approves it, they release the funds but retain 10%. At the end of the contract HPD will have retained 10% of the total and release these fund only after all parties have signed off.

Jolanta Kruszelnicka, Bldg. 77: I am concerned about delays by the contractors. Also, will the shareholders be consulted about concerns in their apartments, such as deteriorated air conditioner sleeves and surrounding walls?

Taha and Magidson responded: The replacement of every air conditioner sleeve and windowsill is part of the restoration project.

Sandy Wilson Bldg. 71: Do you have an update on the appearance of the dentist's office?

Magidson responded: Dr. Stern came to me recently. He told me that a shareholder told him that he had to clean his windows. Could he get help from the maintenance staff to clear the window areas of accumulated clutter? I did get a couple of porters to help with this. They supplied trash bins and bags. So, he has started interior cleaning so that he can get to cleaning his windows, thanks to the shareholder who seriously spoke with him.

Unidentified person: The composting bins supplied by the city are too small. They fill up quickly.

Another unidentified person: Will the new lobby doors be ADA compliant?

Magidson responded: All the new doors we have installed meet Disability Act specifications. The others will also comply with ADA requirements.

At 7:42 pm, after 21 minutes of Q and A, Ms. McCallum closed the "open" session and thanked those who attended and asked questions.

The executive session was called to order by the president at 7:45 pm.

6. Opening sealed bids from Four General Contractors with David Baron present as witness and Basil Taha as restoration and contract consultant. Taha explained the bidding procedures in detail. The nine firms which were invited to bid were required to attend a walk-through here at Masaryk on December 5, 2024. Four of the firms attended and these four submitted sealed bids received by management and Lawless & Mangione on December 17, 2024.

The four bids received and the stated total \$ bid listed on page 2 of the bid package are:

AM&G: \$44,947,112.00

Futura: \$59,347,884.25

Millennium: \$49,903,126.32

Xinos: \$44,077,258.00

Taha and his staff will comb over the bids and create a comparative spread sheet, line-by-line, category-by-category of the financial details of each component of the bids. Any discrepancies will be highlighted. He immediately noticed some discrepancies in some of the total dollar bids listed on pages 2 and 24. He indicated that he will submit his report by next Tuesday, December 24.

7. Additional manager's report.

I spoke to our insurance broker (North Shore) to get updated costs for 2025 coverage including liability coverage during the upcoming construction. Masaryk has three policies. The rates will increase for 2025.

	<u>2024</u>	<u>Increase</u>	<u>2025</u>
• Liability policy:	\$524,903.35	\$54,125.69	\$575,029.04
• Umbrella Liability	<u>\$138,062.25</u>	<u>\$48,195.01</u>	<u>\$186,257.26</u>
Total cost	\$662,965.60	\$102,320.70	\$765,286.30
• Additional policy Equipment Breakdown Boiler and Machinery			
	\$6,979.00	\$269.00	\$7,248.00

A **MOTION** was made by Ramirez and seconded by Pagan.

“Resolved the Masaryk Towers Board of Directors authorizes Metro Management to renew the Liability, Umbrella Liability insurance policies for 2025 with North Shore Broker at the quoted cost of \$765,286.30 and the Equipment Breakdown Boiler and Machinery insurance policy for 2025 at the quoted cost of \$7,248.00.”

After discussion, a voice vote was taken on the Motion: **All in favor. The Motion is approved.**

8. Maintenance charge increase. To correct the minutes of November 20, 2024

Mr. Reich explained several points in the minutes of November 20, 2024 which must be corrected. Item 6 on page 4 and item 10 on page 5. Item 10 re. application to HPD for increases did not accurately represent the text of the resolution as presented by Attorney Scott Smiler. Following is the actual text that was approved on November 20, 2024 and substitutes for the approved minutes,

“RESOLVED, that the Corporation will seek approval of the following monthly room rental increases: the maximum average monthly room rental in the housing development shall be increased by five percent (5%) per room per month, effective thirty (30) calendar days after the Corporation’s Combined Application for Rent/Carrying Charge Increase is approved by the New York City Department of Housing Preservation and Development (the “Implementation Date”); by an additional five percent (5%) per room per month on the first anniversary date of the Implementation Date; and by an additional five percent (5%) per room per month on the second anniversary date of the Implementation Date;

AND IT IS FURTHER RESOLVED, that as of the Implementation Date, the monthly parking fee shall increase from One Hundred Dollars and Zero Cents (\$100.00) per month per parking spot to One Hundred Twenty-Five Dollars and Zero Cents (\$125.00) per month per parking spot;

AND IT IS FURTHER RESOLVED, that as of the Implementation Date, the annual fee per air-conditioning unit shall increase from One Hundred Twenty Dollars and

Zero Cents (\$120.00) per unit per year (paid monthly) to Two Hundred Forty Dollars and Zero Cents (\$240.00) per unit per year (paid monthly).”

The aforementioned resolutions shall not become effective unless approved, in writing, by the New York City Department of Housing Preservation and Development.

By roll call vote the corrected minutes of November 20, 2024 were approved by a vote of Yes – 9; No – 0; Abstain – 0.

9. Board committees.

Invoking the Masaryk Towers Corporation by-laws, Ms. McCallum instructed the committees to meet at least once per year and all directors to be active members of at least one committee. We will discuss the responsibilities and composition of each committee at our next meeting. She indicated that some of the committees existing on paper can be eliminated or merged.

ATTENDANCE AND VOTE SHEET - MASARYK TOWERS BOARD OF DIRECTORS 12/18/2024

	Attendance @7:14pm	Minutes 11/20/24		
Caballero	✓	Yes		
De Los Santos	x	x		
Duong	✓ on phone	Yes		
English	✓	Yes		
Fernandez	x	x		
Keating	✓ on phone	Yes		
McCallum	✓	Yes		
Pagan	✓	Yes		
Perez	✓	Yes		
Ramirez	✓	Yes		
Reich	✓	Yes		
Rivera	x	x		
Talton	x	x		
Walford	x	x		
Zheng	x	x		
VOTES	Present: 9	Yes: 9 No: 0		
		Abstain: 0		

No other motions were made, or votes taken.
Nine residents signed-in for the open session.
The meeting adjourned at 8:51 pm

Minutes submitted by Ted Reich, secretary.