

# Pratt Towers Closed Board Meeting

## Public Record Minutes

### July 16, 2024

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**Board members present at meeting:** Leslie Sierra, Audrey McConney, Joan Whitset, Chrysetta Patterson, Jeffery Ryan, Rob Sinclair, Charlene Stevens, Larise Wynn, Tracy Thomas and Winston Guthrie

\_\_\_\_\_ made the motion to accept the minutes with noted corrections. It has been moved and properly seconded by \_\_\_\_\_ on \_\_\_\_\_

Meeting called to order at 7:08 pm

#### Managers & Super's Reports

- See Manger's/Super's report
- Shareholder left a couch in hallway on the 21<sup>st</sup> floor. Winston filled out and incident report.
- At least 10 toilets have been serviced in the last 2 weeks. All sorts of reasons.
- Shareholder 11A, complaining about mold in bathroom. Not on plumbing wall. Winston says it is mildew. Sounds line a cleaning issue. Super is advising we clean and paint the bathroom.

**ACTION: Board agrees to clean and paint the bathroom.**

- Manager just received the Arrears report and will forward it tomorrow.
- Manager will be on vacation from July 25 to July 30 and will be in the office on July 31<sup>st</sup>.
- In the community room, the wiring for the sprinkler system must be moved.
- Phone problem at the security desk was address and fixed.

#### Board's Discussion:

- Xinos offer of the Shipping Container as a shed for storing equipment.
  - The Board is interested. Board members should go look at it in the back.

**ACTION: Board would like to negotiate the price.**
- Sound proofing the community room
  - Was brought up in the Monday meeting with Gus

**ACTION: Gus will get us a cost to put spray foam on the ceiling**
- Seeking a new Security company
  - They are still under review. We met with 3 weeks ago.

**ACTION: We are waiting on their first 30 report due next week.**
- New computers and offices for the management offices.
  - The electrician needs to fix the light above the manager's desk.
  - We need new furniture. Phyllis and Rob had found a used furniture store.

**ACTION: Ask Metro to refer a tech company The Board would like a Cloud based system with security.**

- Bargold – A new letter has been sent out to correct the previously. The Manager and the President are working on it.
- Landscaping – We need a sprinkler company. We need the staff to water the lawns in the meantime. Landmark is not billing us promptly. We are still waiting for a landscaping design. Jeff feels that a member of staff monitors them when on the property and there needs to be oversight.

**ACTION: Have porters watering the lawns in the meantime. Have ask Landmark again for recommendation of sprinkler companies. Board is waiting on a landscape design and he is not billing promptly and to the office. We need another meeting with them.**

- Rent on the professional spaces – We need to sit down and have a discussion on what the increase should be and then have Management carry it out.
- House Rules Violations – 1<sup>st</sup> floor apartments have received notices about their Air conditioners and they are in court because of arrears. Satellite dishes – Building is going to have the two on Lafayette Ave side of the building. There is a close line on the back of the building. They need to be sent a notice.
- **ACTION: We need a notice to the shareholders reminding them of the policies concerning air conditioners, satellite dishes and what they cannot do on their terraces. The 2 satellite dishes need to be removed from building. Perhaps by Xinos.**
- New Signs for Pratt Towers – Matt is working on it.
- Door/Kick Plates for doors – Management sent out a notice asking about interest. Response is due Monday. Board is agreement that we go with gold door/kick plates.
- Dog Policy update – Waiting on HPD to decide how much we can charge. We turned down for \$25 a month. Board wants to ask for \$250.00.
- Controlled Combustion – In progress
- Apartment Inspections – Looking for early date in September. Next year we should do it in late spring
- DeKalb Gate – It has been fixed and broken so many times.  
**ACTION: We need a new gate. Manager should bring us bids for a complete replacement.**
- Fence between properties – In Progress.
- PTCS – Request – Tabled
- Luggage Carts for the new lobby. – Tabled.
- Stronger enforcement of arrears collection protocol – Tabled.
- Cameras – In Progress. When working, Madison needs to tell us where to aim some of the cameras.

- Enforcement of our House Rules – Tabled.
- Local Law 97, Energy Savings – Waiting on new letter grade.  
**ACTION: Need a meeting with Metro to discuss the repercussions of this grade and why our score has not improved even with all the upgrades we have done.**
- Lobby and Community Room updates – In Progress. Demolition in progress.
- Update on Gas Lines (Local Law 152) from Alan Randmae – Tabled.  
**ACTION: Need meeting with Alan.**
- Parking Lot line painting – Tabled  
**ACTION: We need an estimate from Gus. See if our Super could at least repaint the numbers.**
- Concierge Plus and Posting of Minutes – In Progress. Asked Board members to check CP.
- Family Day Celebration 2025 - Tabled
- Professional Transcriber - Tabled
- SH Co-op/apartment Insurance Enforcement – In progress, 2<sup>nd</sup> notice to go out.
- Mirrors on the Floors - Tabled
- Bike Rack - Tabled
- Glass break sensor for the Management offices and the community room.
- Furniture from Capital Swing Apartments – Tabled, Stored in Supers unit.
- Guard's Break room – There is some stuff to be removed and it still needs a new floor.

Meeting adjourned at 8:35pm