

VILLAGE EAST TOWERS, INC.

411 East 10th Street New York, NY 10009
Open Board Meeting of the Board of Directors
on June 20, 2023

Pursuant to the Notice duly given, an Open Board Meeting of the Board of Directors of Village East Towers was held in the Community Room located at 170 Avenue C, New York, NY 10009, and via Zoom link on Tuesday, June 20, 2023, beginning at 6:00 p.m. The following members of the Board of Directors were present:

Terry Klug	President
Charles Simpson-Brown	Vice President
Richard Heitler	Treasurer
Rachel Stires	Assistant Treasurer
Iris Bailey	Secretary
Polly Thompson	Assistant Secretary
Daniel Meyers	Director
Felipe Negron	Director
Armando Jimenez	Director

Also present by invitation:

Maureen Parris, Property Manager
Denise Sagua, Attorney
Mike Montalvo

Metro Management Development, Inc.
Kagan, Lubic, Lepper, Finkelstein & Gold LLP
Building Superintendent

ADOPTION OF AGENDA & APPROVAL OF PRIOR MINUTES

Mr. Klug chaired the meeting and called the meeting to order at 6:11 p.m. and noted there was a quorum. He asked if there were any additions or corrections to the agenda. The agenda was adopted. The Board reviewed the Open Board Meeting minutes of May 15, 2023. Ms. Bailey made the motion to approve the Open Board Meeting minutes. Mr. Meyers seconded the motion. The vote was unanimously in favor.

President Report - Mr. Klug welcomed all the VET shareholders to the Open Board Meeting.

Façade update - Mr. Klug reminded the shareholders of the scheduled weekly meetings with Castcapa and the Engineers. Castcapa reported that the work will be completed as of Today, Tuesday, June 20th. However, the engineers will need to come on-site and approve the work so they can move to the East side of the building. Castcapa also reported it will take approximately a month before most of the sheds can be removed from over 170 Avenue C. Mr. Montalvo will follow up on the inspection dates.

Volunteerism & Participation – Mr. Klug expressed the sense of COVID receding and experiencing a new spirit of volunteerism at VET. He gave recognition to some of the activities taking place in VET with the gardeners, the high volume of participation with the Fitness GYM, the Tai – Chi class offered every week, the anticipated Chair Yoga class to come, the various committees committed to change in VET and the world, and the contribution/efforts put forward in creating the VET Newsletter. Mr. Klug stated this most recent newsletter was one of the best thus far. He thanked everyone for their involvement in making VET a better place.

Management Report - Maureen Parris of Metro Management provided the Management Report and a discussion was had amongst the board members. Copy of report attached.

- A. **Vacancy Report Update** – Ms. Parris reviewed the Vacancy Report and gave the breakdown of each apartment accounted for. They are working diligently to fill the remaining vacant units. Mr. Klug voiced the importance of having their affairs in order and encouraged everyone to do estate planning.
- B. **2022 Income Affidavits Update**– Ms. Parris announced that 95% of the Income Affidavits have been received by Management. She reminded everyone again of the fines imposed for late submission.
- C. **Water Tank Update** – Ms. Parris reported the water tank should be installed by mid-July and notices will be posted before installation. Mr. Jimenez explained that Iseeks will need to follow health and safety codes before usage. During that time the buildings will require water shut- down for the day.
- D. **Repairs to the Management office** – The insulation for the basement is currently in process and they are expected to finish in approximately three

weeks. The window for the Management Office is scheduled to be installed Wednesday, June 21st.

- E. Posting for an Assistant Super & Handyman Update** – Management received seven applications for the Assistant Super/Handyman position to date. Management has extended the deadline for receiving resumes.
- F. E-Bikes/Scooters** – Based on the most recent reports of fires caused by Lithium Batteries, Ms. Parris encouraged all shareholders to communicate the importance of not charging their batteries indoors to their neighbors. There was a discussion. Mr. Heitler explained that the quality of the battery and the charger is vital to everyone's safety. Ms. Sagua will draw up a notice to post regarding Lithium battery protocols.
- G. Garage Registration / Laundry Room** – Garage registration will commence soon. Everyone will receive new stickers for all registered vehicles.

Ms. Parris reported that there have been several complaints regarding nonresidents utilizing the laundry rooms. Management will not tolerate people coming from outside to utilize the machines. Also, if anyone is approached by security in the laundry room, they are expected to show a photo ID, or they will be escorted out of the building. The ComCom Committee will create signs to be posted in all laundry rooms.

Maintenance Report – Property Manager, Maureen Parris provided the Maintenance report, and a discussion was had amongst the board members.

- A. 711 Garden Area** – The fence in the garden area is scheduled to be repaired as early as tomorrow, June 21st. The Contractor will also look at the entrance door to the playground and give estimates on the poles and other fencing that requires repair on the premises.
- B. Proper Disposal of Bulk Garbage** – Management has received several complaints from Shareholders and the Maintenance staff regarding improper disposal of bulk items. Management will post additional signage to assist tenants in how to dispose of items.

Treasurer's Report – Treasurer – Richard Heitler discussed the financial snapshot. Snapshot (attached)

- A. **Richard Heitler** – Mr. Heitler reviewed the snapshot and announced that VET is in the eleventh month of the fiscal year. They are still in the red, however, the deficit is being reduced slightly. The operating fund started at \$140,000 and ended at \$168,000. Despite the increased amount, VET is still ahead of target. Mr. Heitler reported there was a payment made to Century Elevator for \$69,000 to avoid the cancelation of the Elevator Modernization Contract. Mr. Heitler voiced that the payment should have been made out of the HDC Capital Reserve account.

The arrears went down from \$292,000 to \$262,000 and open invoices went down from \$832,686 to \$700,077. He announced VET is going in the right direction and progress is being made. He reminded everyone of the Amenities Increase that will help to bring down the operating deficit. Mr. Heitler advised an Annual Draft Budget is still expected from Metro Management for 2024 and further investigation for proper usage of heat, electricity, cogen gas, and insurance is in process.

Old Business – Old business was discussed by the Board.

- A. **Ascape Landscaping Contract** – Management is currently reviewing their proposal and will finalize a date of service.
- B. **Stairwell LEDs Update** – Mr. Klug and several shareholders coordinated a date to replace and install approximately seventy-six LED bulbs located in the garage, bathrooms, and in stairwells of all three buildings. He wanted to acknowledge Ralph Castro, David Morales, and Felipe Negrón for their hard work and thanked everyone.

New Business – New business was discussed by the Board.

- C. **Composting** – Mr. Klug reported that the city will mandate composting in all five boroughs in the near future. Manhattan is expected to start in October of 2024. There was a question if the city

would allow the buildings to volunteer to start before October and other composting opportunities currently in the area.

- D. **Summer Hours** – Ms. Bailey presented a motion for summer office hours.

Resolution – Ms. Bailey made the motion that the Management Office start summer hours commencing on June 23rd and ending on September 8th. The office will close early every Friday at 3:00 pm. Mr. Negrón seconded the motion. The vote was unanimously in favor.

- E. **Lifting COVID Restrictions** – Mr. Klug proposed lifting COVID restrictions in the Community Room, Promenade, Playground, and other public areas in VET. He believes, with the proper measures in place such as vaccines and social distancing, after three years VET can go back to normal protocols. Ms. Parris stated people will still need to make an appointment and wear a mask in the Management office. There was a further discussion.

Resolution – Mr. Klug made a motion that the restrictions and regulations presently in our cooperative initiated to help protect our community while the virus was raging, be removed and the coop returned to the pre-pandemic protocols. Ms. Bailey seconded the motion. The vote was unanimously in favor.

- F. **Signs for Public Areas** – Ms. Stires spoke on behalf of the Communications Committee and offered to laminate signage for several public areas in VET. She will communicate with Ms. Parris and Mr. Negrón.

Committee Reports

- A. **We Care Committee** – Ms. Iris Bailey announced the last three Flea Markets have been successful. She also reported they are making more progress with the NOCR program and are currently looking into different avenues for financing. A Health Fair will potentially take place in August of 2023.
- B. **Emergency Preparedness Task Force Committee** – Mr. Meyers expressed the need for floor captains and presented a sign-up sheet for those interested. He advised that floor captains will also assume the responsibility of engaging in flood barrier training. Mr. Meyers spoke of the many training

courses that have taken place over the years and encouraged people to get involved.

C. VET Energy Conservation Committee – Ms. Canepa spoke on behalf of the Energy Committee and reminded everyone of the VET Energy Demonstration Fair on Saturday, June 24th in the Community Room from 12:00 pm to 3:00 pm. The We Care Committee will provide refreshments.

D. Communications Committee – Ms. Stires thanked everyone for their participation in the Newsletter. She wanted to acknowledge Efrain Perez, Joan Reinmuth, Michelle Tarantelli, and Linda Ostreicher for their written articles in the most recent Newsletter. The next newsletter is expected to circulate in November. She voiced all ideas are welcomed and can be dropped in the suggestion boxes or emailed to vetsubmissions@gmail.com.

Public Session – In attendance at the Open Board Meeting, twenty people joined In-Person & twenty-seven virtually. In the public Session, several shareholders spoke to the Board and Management regarding issues and concerns affecting them. There was a comment regarding people driving too fast in the parking garage. Ms. Solony presented to the Board a blueprint of where E-bikes can be stored on the VET premises safely. There was a further discussion. A shareholder reported an e-bike hitting him at high speed. The recommendation was for a group of people to come together and discuss the different options available to VET for storage and/or charging of E-bikes.

The meeting was adjourned at 7:42 p.m. The next Open Board Meeting will be held on Monday, July 17, 2023.

Respectfully submitted by Tamika Jones, Recording Secretary