**MASARYK TOWERS BOARD OF DIRECTORS**

# REGULAR MEETING WITH “OPEN” SESSION

# DECEMBER 20, 2023

**Held in the Masaryk Community Center and via Zoom**

**ATTENDANCE:**

Directors present: Robert Caballero, Rosa De Los Santos, Carolyn English, Frank Fernandez. Raquel Keating, Bernice McCallum, Laura Pagan, Margarita Perez, William Ramirez, Ted Reich, Jose Rivera, Yvonne Talton, Christine Walford, Michelle Zheng (arrived late @7:19 pm).

Board members absent: Pisan Duong.

Also present: Mitch Magidson, Juliet Graham and Alex Baran of Metro Management, Attorney Scott Smiler.

**THE FIRST PART OF THE MEETING WAS OPEN TO ALL SHAREHOLDERS’ PARTICIPATION ON ZOOM, AS ADVERTISED ON NOTICES POSTED IN EACH BUILDING LOBBY.**

1. **Masaryk legal counsel Scott Smiler** opened the meeting, welcomed the Zoom attendees, explained the agenda, and ground rules for the conduct of the meeting.

He turned the meeting over to the president, Ms. McCallum who called the meeting to order, who in turn called for a role call for attendance and approval of minutes.

1. **Attendance and quorum @7:16 pm. 13 directors present, constituting a quorum.**
2. **Board meeting minutes of November 15, 2023.**

**Motion to accept** as presented by the secretary made by Pagan and seconded by Caballero.

**Vote on the motion: Yes – 10; Abstain – 3; No- 0. Minutes are approved.**

***See attendance and vote sheet on page 5.***

1. **Report from the Grounds committee regarding cats residing behind 85. R. Caballero reporting.**

The November 14, 2023 meeting of the Grounds committee discussed and recommended removing the old freight container behind 85. The November 15, 2023 meeting of the Directors in turn authorized management to dispose of said container. However, the home that has been established for cats adjoining the container was not considered. The committee was contacted by some cooperators who tend to those cats and urged that the container not be removed until spring, by which time a more permanent home for the cats could be devised at that same location.

After discussion, a MOTION was presented by Caballero and seconded by Walford.

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**“Resolved: 1. The Masaryk Towers Board of Directors authorizes management to delay implementation of the resolution of November 25, 2023 re. removal of the freight container behind 85, to Spring of 2024; and,**

**2. In conjunction with the Grounds committee, those shareholders concerned with the six cats that reside in the area behind 85, and Masaryk super Maximo Vazquez, design and construct housing for the six cats in that area against the chain-link fence prior to removal of the container. Steps will be taken to limit the cat population in the area behind 85 to six and in front of 87 to two.”**

**VOTE on the MOTION: Yes – 14; No – 0; Abstain – 0. THE MOTION IS APPROVED**

1. **Management report by Mr. Magidson, Manager**

* COVID-19 test kits are still available in the management office.
* Our new boilers are online and operational, supplying hot water and heat to all buildings.
* We are still waiting for Con Ed to turn on the gas service for the emergency generator.
* The laundry rooms change-over to Automatic Industries is complete; all six rooms are completed. There are two laundry smart card dispensers in the management office – on accepts credit cards, the other accepts cash. Each laundry room also has a dispenser that accepts credit cards only. They have also supplied a complimentary card with $5.00 preloaded for each apartment available in the office.
* The lobby monitors are being worked on. The consultant has been here several times and has ordered parts for upgrading the system. It should take several more weeks to complete the work.
* We are continually in contact with HPD regarding our major upgrading needs (elevators, LL 11, etc.). It looks like HPD will not have a project manager assigned to us until at least the Fall of 2024.
* Midtown Elevator Co. is searching for used replacement parts for our units; new parts do not exist,

1. **Mr. Smiler opened the meeting for written questions submitted in advance and from the Zoom and telephone audience via the “chat” function at 7:30 for the customary fifteen minutes. Property manager Mitchell Magidson responded to the questions.**
2. **Arturo, Bldg., 71-** A few of us have noticed that some shareholders were holding a private jewelry sale in Bldg., 71, apt. 1E. Is 1E available to all shareholders to have private meetings and gatherings? ***WE ARE EXPLORING THE OPPORTUNITY TO MAKE THIS SPACE AVAILABLE TO SHAREHOLDERS.*** ***IF YOU ARE INTERESTED IN USING THIS SPACE, SEE ME IN THE MANAGEMENT OFFICE AND LET’S SEE HOW IT GOES.***
3. **Arturo, Bldg., 71-** Why are shareholders allowed to loiter in the lobby’s when according to Masaryk by-laws, shareholders aren’t permitted to do so? ***PLEASE PROVIDE MORE INFO. I AM NOT AWARE OF ANY LOITERING.***

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1. **Martha, Bldg. 65-** When shareholders report an unsafe situation to security, how are we (the shareholders) assured incidence reports are being documented? ***YOU CAN SPEAK WITH ME.***
2. Charmayn**, Bldg. 71-** Dog owners continue to allow their dogs to defecate in our grass areas. When will the missing fences be installed on our grounds to prevent this act? ***THERE IS NO FENCING AROUND 71, AND VERY LITTLE BEHIND 85 AND 87, WE ARE GETTING BIDS FOR NEW WROUGHT IRON RAILING FOR THOSE AREAS. SHOULD BE DONE NEXT SPRING.***
3. **Sotera, Bldg. 65-** We still don’t know the chairpersons of each committee are. to whom we can address our concerns and when shareholders can expect to attend the upcoming open Committee meetings? ***WE ARE WORKING ON AN ACCURATE LIST. THE INFORMATION WILL BE POSTED SOON.***
4. **Judith, Bldg. 87-** When can we expect the awnings in the Mart Area (i.e., Key Food to Columbia Drugs) to be updated and unified? ***WE ARE GETTING BIDS. WILL PROBABLY GET DONE THIS COMING SPRING.***
5. **Brown & Sandye, Bldg. 71-** Do we need a petition presented to our shareholders to have the juvenile mural adjacent to the pharmacy removed? It is offensive and degrading to our Masaryk community. ***NOT SURE WHAT YOU FIND OFFENSIVE OR DEGRADING ABOUT THE BRIGHTLY COLORED POSITIVE MESSAGES LIKE "KIND WORDS, KIND ACTS". PLEASE REACH OUT TO ME WITH YOUR SPECIFIC CONCERNS.***
6. **Brown & Sandye Bldg.71-** It was stated at the last board meeting on Nov.15th that the lobby monitors would be evaluated, promptly. When can we expect our monitors to be in service? ***SEVERAL MORE WEEKS. (See Manager’s report on page 2)***
7. **Stephania, Bldg. 81-** Why don’t we have security monitors in the Pitt/Rivington and the Parking lot booths? ***THE SECURITY PERSONNEL POSTED AT THOSE TWO BOOTHS ARE RESPONSIBLE FOR THE IMMEDIATE AREAS AND DON'T NEED TO MONITOR OTHER PARTS OF THE PROPERTY. THOSE TWO AREAS ARE BUSY ENOUGH TO KEEP SECURITY OCCUPIED.***
8. **Johnny, Bldg.71-** Why are we still using fuse boxes instead of circuit breakers and how can we change this? What are our options? ***CHANGING TO CIRCUIT BREAKERS WILL COST OVER A MILLION DOLLARS, ROUGHLY $1000 PER APARTMENT. HOPEFULLY, WE CAN GET THIS DONE AS PART OF THE NEXT PHASE OF IMPROVEMENTS.***
9. **Melania Bldg. 71-** What is the update for having a security safety button/switch closer to the washing machines in our laundry rooms? **THEY ARE NOT ALL IN THE SAME SPOT AND THERE IS NOT A SINGLE SPECIFIC SPOT THAT IS BETTER THAN ANOTHER. EVERY EMERGENCY SITUATION WILL BE DIFFERENT. THEY ARE CONNECTED TO THE SECURITY BOOTH AND THEY ALL WORK.**
10. **Sotera, Bldg. 65-** When can we expect to be in compliance with ADA’s requirements to install ramps in our lobbies as well as reducing the heaviness of our entrance gates to

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accommodate our disabled and senior shareholders? ***WE ARE IN COMPLIANCE WITH ALL REQUIREMENTS. EACH BUILDING LOBBY IS RAMPED. THAT BEING SAID WE ARE LOOKING INTO OPTIONS FOR THE TWO GATES.***

1. **Nereida, Bldg. 87-** Can shareholders get an update on the status of the reconstruction of the playground, and can it include a realistic time frame and process considering the project has been delayed for one year*?* ***WE ARE WORKING TO ACCOMPLISH THIS IN THE SPRING BUT WE WILL NEED MORE MEETINGS.***
2. **Stephania, Bldg. 81-** When is the park committee holding an open meeting to come up with a design that accommodates all shareholders; and what is the status of getting bids for the reconstruction in order to be ready to start in the spring as you said? ***TBD. ASPHALT BIDS ARE PENDING.***
3. When and in what year was the disability parking list implemented? ***THE REASONABLE ACCOMMODATION LIST WAS ESTABLISHED AS REQUIRED BY LAW IN JUNE 2022. HANDICAP LIST (BLUE SPOTS ONLY) WAS ESTABLISHED BEFORE MY ARRIVAL.***
4. **Lizzy, Bldg. 87-** Are all laundry room (& closets located within) being fumigated and painted? ***THIS HAS BEEN DONE.***
5. **Lizzy, Bldg. 87-** Will all laundry rooms have ALL the dust removed from the pipes, be rewrapped, dust on walls, floors & ceilings be removed before they are painted? (see photos below**\***) ***THIS HAS BEEN DONE.*** (Photos are not attached here.)
6. **Lizzy, Bldg. 87-** Once new machines are in place, who is responsible for the cleanliness & is there a schedule? ***PORTERS CLEAN DAILY***

Question submitted via chat.

19. Can the laundry rooms operating hours be extended? ***WE CANNOT EXTEND THE OPERATING HOURS OF THE ELEVATORS TO THE BASEMENTS SO THE LAUNDRY HOURS CANNOT BE EXTENDED.***

**At 7:45 pm,** Mr. Smiler closed the Q&A and “Open” session and thanked those who attended and submitted questions.

1. **The executive session was called to order by the president at 7:46 pm.**
2. **Management report**

* **Renewal of Metro Management annual contract.** HPD has authorized a 3% increase, bringing the annual contract fee to $32,734. After a brief discussion, **MOTION** was made by Pagan and seconded by Caballero.

**“Resolved, the Masaryk Towers Board of directors approves the renewal of the management contract with Metro Management and Development for the year 2024 with a 3% increase to $32,734 per year.”**

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**By voice vote with all Board members agreeing, the contract with Metro Management is approved.**

* **Local Law 11 façade work.** Approximately $14 million to $16 million is needed. No money is available from the city at this point nor for the near future, nor can we obtain loans from any other sources. HPD cannot assign a project manager at this time.

**ATTENDANCE AND VOTE SHEET - MASARYK TOWERS BOARD OF DIRECTORS MEETING**

**DECEMBER 20, 2023**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Attendance @7:10pm | Minutes11/13/23  Meeting | Motion on cats |  |
| Caballero | **✓** | Yes | Yes |  |
| De Los Santos | ✓ | Yes | Yes |  |
| Duong | x | x | x |  |
| English | ✓ | Yes | Yes |  |
| Fernandez | ✓ | Abstain | Yes |  |
| Keating | ✓ | Abstain | Yes |  |
| McCallum | ✓ | Yes | Yes |  |
| Pagan | ✓ | Yes | Yes |  |
| Perez | ✓ | Yes | Yes |  |
| Ramirez | ✓ | Yes | Yes |  |
| Reich | ✓ | Yes | Yes |  |
| Rivera | ✓ | Abstain | Yes |  |
| Talton | ✓ | Yes | Yes |  |
| Walford | ✓ | Yes | Yes |  |
| Zheng | ✓ (late @7:19) | X | Yes |  |
| **VOTE** | **Present: 13 + 1 late** | **Yes: 10**  **No: 0** | **Yes: 14**  **No: 0** |  |
|  |  | **Abstain: 3** | **Abstain: 0** |  |

**No other motions were made, or votes taken.**

**The meeting adjourned at 8:37 pm**

**Minutes submitted by Ted Reich, secretary.**