

Valley Forge Towers South

Council Meeting Agenda

October 20, 2020

6:30 PM via Zoom

UNAPPROVED MINUTES

Call to Order – Sirius Zenouzi, Bernie Garber, Mike Samuels; Wayne Golden and Neal Weissman joined in progress.

Mike Gressen and Kathy Neary participated as non-voting Friends of Council

Approval of Minutes – no minutes available

President's Report

- 1) Creation of Friend of Council position of Director of Communications
Move to nominate Kathy Neary for the position of Director of Communications
Made by Bernie, seconded by Sirius. Discussion on duties as relate to Newsletter and communications on behalf of the community
Yes – Mike, Bernie, Sirius. No - as indicated later, Neal
- 2) Jean and Andrea are working very hard. Doing great job. Jean should have bank statements reconciled and general ledger balanced by week end. This will provide sufficient documentation for the commencement of the 2019 financial audit and a basis for the cash position as of Sept. 30 for the transition to Galman management.
- 3) Galman should have 2 final candidates for manager position to present for Council's review and approval in the next month.
- 4) Need for assistant manager position TBD, given that all of the financial/accounting functions previously the responsibility of the assistant manager accomplished by Galman corporate.
- 5) At present all staffing will remain the same, with a view toward better targeting their efforts.
- 6) Galman and Wayne working on 2021 budget. Issues,
 - a. Bank statements
 - b. Create new accounts, streamline bill payments
 - c. Negotiate contract with Security firm when contract expires in May 2021
 - d. Look at trash services
 - e. Begin seeking bids for annual insurance contracts as this expires in December
- 7) Need a list of unit hot water heaters' dates of replacements and get everyone fit with a monitor for \$140 resident expense.
- 8) Need to confirm AC replacement schedule and check with company on status of contract for annual replacements.

Treasurer's report

- 1) Working with Galman as noted above. Issues,
 - a. Check on Insurance policy dates of payment, possible put out to bid
 - b. Discussion of Vanguard/Reserve account balances

- c. Galman has made outstanding progress on collecting delinquent accounts
- d. 82 invoices outstanding and will be paid this month. All other payments up to date
- e. Reviewing fixed and variable expenses for future, short-term cash flow analysis
- f. Still getting a handle on all of the accounts, expenses, income, etc. Will have written report by next meeting.

Community Clubhouse Concerns

- 1) Opening of the indoor pool. Bernie and Sirius will speak to reps from Buildings 2000 and 3000. Mike will solicit one of the concerned residents to do research on CDC/State of PA guidance on this issue
- 2) Boat Storage – Sirius believes the charge was \$10 a month, not \$10 a foot. He will check into it and let us know.

Old Business

- 1) Roof/Balcony Structural Issues
 - a. Still in discussion with adjusters about what they will pay for the damage from the June 3 storm. Disagreement with insurer over depreciation. Structural engineer is being consulted. Mike Samuels and Mike Gressen are seeking an in-person meeting with all parties. Galman to review.
 - b. Standpipes in the fire towers are dry and do not extend to the roof, which is a serious danger in case of a fire. Seeking to get the funds for changing the system to a wet standpipe and extending the standpipe to the roof through the insurance contract as this may be a requirement of a code change related to the storm damage repairs
 - c. Structural engineer is reviewing integrity of the balconies and the impacts of both the June storm and water infiltration. The non-storm related issues had been addressed over 10 years ago and need to be addressed again. Has been recommended by structural engineer that ALL moisture absorbing coverings on the balcony MUST be removed. The moisture retention is causing water infiltration that, in the long run undermines the structural integrity of the balconies. No action by residents needed at the present time.
- 2) Will try to submit all damages from June 3 storm to Insurance, including cars.
- 3) Water damage to Unit 114 was the fault of VFTS, will be submitted to Insurance Co. Water leaks are a continual problem in the building. Will seek a comprehensive solution. Galman regional maintenance supervisor and director of construction will visit to review the water leak issues, 114, 115 and 116 and the contracts for the structural engineer.
- 4) Use of 115 and 116 is being evaluated. A priority is a storage area/maintenance office and possible community room. This will be evaluated in 2021.
- 5) Committee Structure – president would like to establish/promote the following
 - a. Guard protocols – rewriting the guard handbook in progress
 - b. rules and regulations – rewrite in progress
 - c. Elections – planning to begin soon
 - d. Finance/Audit TBD
 - e. Communications – as needed
 - f. Neighbors helping neighbors TBD
 - g. Welcome Committee – suggested, not yet established

New Business

- 1) Replacement Reserve Study – will work with Galman to update this study. Last study done in 2003.
- 2) Employee loans
 - a. Move that VFYS continue to make loans to employees only with approval of council. Made by Neal seconded by Bernie. Discussion included concern for employees, proper/improper use of residents' funds. Yes- Neal, No- Mike, Bernie, Wayne, Bernie, Sirius Motion failed
 - b. Move that VFYS no longer make loans to employees. Made by Wayne, seconded by Bernie. Yes – Bernie, Mike, Sirius, Wayne, No – Neal
- 3) Condo Documents – should be revised as they pre-date the 1980 PA Condo law. Would like to make this a priority to pass new comprehensive documents that will conform to the 1980 law, make them more flexible and understandable and facilitate fair and open elections.

Move to adjourn to go into Executive Session. Made by Wayne, seconded by Bernie. Yes- Mike, Bernie, Sirius, Wayne, Absent from vote -Neal.

Adjourn 8:35

ADDITIONAL NOTES TO RESIDENTS

- ✦ We are obligated to have an Owners' Meeting in December. Mike Samuels is trying to arrange a "virtual" meeting via the CCTV.
- ✦ Galman is in the process of establishing a portal on which meeting minutes, budgets, etc. will be posted. You will be notified when it is up and running.
- ✦ Future Council meetings will be the third Thursday of the month. Minutes will be posted on the portal and the Bulletin Board.