

VFTS Council Meeting May 26, 2022

7:00 – 9:30 via Zoom

1. Call to Order- Mike, Wayne, Kathy, Nimesh, Jeff
2. Approve Minutes – see attached
3. Reports
  - a. Community Association
    - i. Still looking for new manager.
    - ii. Mike S spoke to reps from 2000 building to ask if they will agree to keep the 4000 building open if they have power when other buildings are out.
  - b. Manager
    - i. Need updates on cantilever projects, roof, and bathroom renovations. Housekeeper candidate offered the position, awaiting response/processing
  - c. President
    - i. Approved any extra hours Cathy Dahl can give us while Mary is out sick.
    - ii. Mary and I expect to meet with staff to explain expectations of excellence in service.
    - iii. Business owners do not have to follow 2 year residency requirement before renting out.
    - iv. US Roofing finishing punch list, expecting final payment, warranty documents issued, dumpster is gone.
    - v. Architect contacted about bathrooms on first floor
    - vi. We need to gather reports for the Owners' meeting. We have been assured that all of the equipment for the virtual attendance is in order
  - d. Treasurer – see attached
  - e. Communications - see attached
  - f. Nimesh - see attached
  - g. Jeff – need follow up on computers and phone system
4. Old Business
  - a. Leaving motion on motorized wheelchair parking tabled.
5. New Business – see attached

## 6. Discussion Items

- a. The package room issues. We get hundreds of packages a day and the guards are doing both guard and package room duty. Sometimes a package is mislabeled. There are more expensive and technologically more sophisticated systems that we can look into at a later time. However, it should be noted that with about 1500 packages a month, only one was unable to be located.

## 7. Adjourn

### **April 2022 Treasurer's Report for Valley Forge Towers South May 2022 Council Meeting**

#### Executive Summary:

- Executive Summary: There is an operational surplus of \$37,913 year to date April 30, 2022. Please also note that the insurance money of \$1,002,425.45 that was in the Vanguard account has been recorded to account #2411 - Insurance claim and will be reduced as invoices are received.

- initial insurance fund has now been exhausted and future payments will come from the reserves and a projected reimbursement from the insurance company

#### April 2022 P&L recap:

- Revenues were \$215,018 on a plan of \$235,944.
  - (\$21,318) reclassification of miscellaneous revenue
- Total Expenses were \$178,944 on a plan \$193,672.
  - Total Operating expenses = \$147,494
  - Total Administrative expenses = \$19,103
  - Total Insurance and Taxes = \$12,347
- April's Appropriated Reserve Funding was \$38,958 - \$155,833 year to date

#### **Total Reserves as of 05/18/22 = \$757,908.81**

- WSFS bank account were in balance = \$208,247.15 as of 05/18/22
- Vanguard account was in balance = \$549,655.66 as of 05/18/22

- First Trust account in balance (Galman)

### **Communications Report 5/26/22**

1. June newsletter will be out on time
2. In response to the continuing problem of large items being left in the trash room, I suggest we have a large item trash event. I contacted 800- Got Junk. We can schedule a truck that holds 40 cubic feet. They take everything but hazardous waste. It will be disposed of in an environmentally appropriate way. A full truck costs about \$800. This is just for the purpose of comparison. A dumpster day might also work. I will flush out the idea at the Owners' meeting and the newsletter. I will need a committee to help with this.
3. I am preparing a "Power Outage Information" fact sheet to distribute and perhaps add to future printings of the owners' manual.
4. I have had an inquiry about extermination of carpenter bees. Upon consultation with an expert, we learned that carpenter bees do not sting and they do contribute to pollination, so we should leave them alone for now.

### **Nimesh report on Cantilever Project**

- a. As you know, we have continued to work on the cantilever project. We hired 3 parties: The Harman Group (Structural Engineers), Watts Restoration (Construction Contractors), and WJE (Waterproofing Consultants). Harman has prepared a report with their findings which is available in the managers office for review. At a very high level, the core issue is water damage resulting from the buildings' original design. There are 2 specific items which will need to be corrected: 1) Support beams on the 14th floor balconies and 2) Railings on every unit on the 15th floor.
- b.

- c. Why did this happen? An opening over time allowed rainwater to seep into the concrete and over years flow into the 15th floor balconies also impacting the 14<sup>th</sup> floor. While there is no immediate danger, we want to move fast to fix both of the issues. Our current plan is to work on the 14th floor balconies first and then move to the 15th floor.
  - d.
  - e. How long will it take and How much will it cost? This is a multi year and multi million dollar project. We are looking at how the project which falls under the reserve account for capital improvements will be funded.
- 2.
- a. The management office will have to involved in project management and things like elevator reservations, parking restrictions, etc. We will issue frequent progress reports.

MEETING ACTIONS

DATE 5/26/22

Motion : Approve minutes as printed

Maker	Jeff	Seconder	Wayne
Votes	Aye- all	No-	

Motion : Approve the Treasurer's report

Maker	Wayne	Seconder	Mike
Votes	Aye- all	No-	

Motion : Move that VFTS Council adopt the policy that any employment applicants who live at VFTS or have an immediate family member who lives at VFTS will not be considered for employment.

Maker Kathy

Secunder Nimesh

Votes Aye- Mike, Kathy, Wayne, Nimesh

No- Jeff