

Berkeley Grapevine

March, 2021

Volume 93

BOARD NOTES FROM THE MEETING HELD ON FEBRUARY 16, 2021

Ms. Eckhardt served as chair and called the meeting to order at 6:35 PM.

1. The Board reviewed and approved as written the minutes of the January 19, 2021 Board meeting.
2. Mr. Rivera reported that interior waterproofing work had been completed in six apartments, and work is currently underway in two apartments.
3. New York Plumbing has completed the removal of gas piping to the laundry rooms and will now schedule the Local Law 152 gas tests.
4. An agreement has been reached with Ira Gordon, a rental tenant, for his surrendering of the apartment.
5. The B side basement door in the 77th Street Building needs repair or replacement.
6. Mr. Rivera reported that the staff is working on finishing the bicycle rooms.
7. The Board discussed the apartment door locking mechanisms and the problem with obtaining replacement parts.
8. Mr. Yablonsky was asked to contact Maria Hoffman, of Marin & Montanye, to finalize the 2020 certified financial statement,
9. The Board discussed and agreed to retain an independent outside firm to oversee the upcoming virtual Annual Shareholder meeting and election. After review of proposals, the Board agreed to retain YesElections. The Board also agreed that with YesElections hosting the meeting, Seth Sahr, the Cooperative's general counsel would chair the meeting. The Board also agreed that prior to the Annual Shareholder meeting, YesElections would host a virtual candidate's forum.
10. The Board then discussed which seats would be up for election. It was noted that the Board seats are "staggered, with each Director being elected for a two-year term. In 2020, Mr. Leahy, Ms. Russel, Ms. Chin, and Mr. Koch's terms would have expired. However, as a result of the pandemic, an Annual Meeting was not held in 2020. Under normal circumstances, at the upcoming 2021 election, Ms. Eckhardt, Mr. Koch, and Ms. Prevost's terms would expire. After a general discussion, the Board thought that the fairest way to proceed, to avoid Directors continuing to have extended terms, was to revert to the process that was put in place when staggered terms were enacted. Accordingly, all seven seats will be up for election, and the four (4) Shareholders receiving the highest number of votes shall serve for a two-year term, and the other three Shareholders elected to the Board of Directors shall serve for a one-year term. Ms. Eckhardt advised the Board that she is not planning on running for re-election.
11. Ms. Eckhardt reported that a meeting is scheduled on Monday, with potential window installers.
12. Ms. Prevost reported that she is waiting for updated architectural proposals for the laundry room work.
13. The Board reviewed the Co-op's current cash position, paid and unpaid items, and collections status.
14. The Board expressed their thanks to Ms. Eckhardt for all of the good work she has done as Board President.
15. The Board previously scheduled its' next regular meeting for March 16, 2021, at 6:00 PM.

There being no further business to come before the Board, Ms. Eckhardt accepted a motion to adjourn at 8:20 p.m.

End of Board Notes

OTHER NEWS ITEMS

ANNUAL SHAREHOLDER'S MEETING

The 2021 Annual Meeting will take place on Tuesday, May 11th. As noted in the Board Notes above, all seven (7) board seats are up for election. The four individuals with the highest number of votes will receive a two-year term on the Board; the three individuals with the lowest number of votes will receive a one-year term on the Board. Board Directors Anne Eckhardt and Eric Koch will not be running for re-election.

Shareholders who wish to run for the Board may submit their resumes or letters of intent (one (1) page maximum) either by e-mail to berkboard@gmail.com or by post to Ed Leahy, Secretary 77-12 35th Avenue, Apt. B67, Jackson Heights, NY 11372. **The deadline for receiving these is Wednesday, March 31st.**

The 2021 Annual Shareholder' Meeting will be held virtually by Zoom video and telephone conferencing. The By-Laws have been amended to allow virtual meetings, and the Board has unanimously voted to hold the annual meeting virtually.

We have engaged YesElections to host the virtual meeting as well as a Meet the Candidates Forum. YesElections, an election management firm experienced with cooperative corporation elections, will be managing shareholder voting and the election of Board members. YesElections offers four ways in which to vote: By mail, by dropbox, by internet, and by telephone. YesElections will be mailing the "Notice of Meeting," the "Agenda," "Candidate Resumes," as well as the "Proxy" with instructions on April 9th. The instructions for joining the virtual Zoom video and telephone conference will also be included. The instructions for joining the virtual meeting will also be posted on our website, google group, newsletter, and deadline reminders will also be posted on the google group.

The Board looks forward to seeing you all at the meeting.

2020 FINANCIAL STATEMENTS

Our accountants are finalizing our 2020 financial statements and we anticipate having them mailed out by the first week in April.

BERKELEY HEATING SYSTEM

Several residents have been asking about what type of heating system the Berkeley has. Here's a brief description of our Heating System.

We have a two-pipe low-pressure steam system. The steam is produced by our dual fuel boilers (2 in each building). There are heat sensors located in select apartments that tie into a Heat Timer panel. A desired temperature point is set for the apartments. Based on the average temperature in the apartments where the sensors are located, along with the outside air temperature and time of day, the heat timer panel controls fire the boiler. Bear in mind that there are no zones in the buildings. Accordingly, the heat sensors don't prevent some apartments from either being overheated or under heated, based on their location in the building.

The system is monitored by a third-party vendor, US Energy. Any anomalies in operation are sent to Carlos and Roger.

WINDOW REPLACEMENT UPDATE

The Board, along with our architect, superintendent, and Jay Yablonsky of Wavecrest met with four window installers on February 22nd. The two windows that have been recommended for our project by the installers are Northern Windows and Skyline Windows (Skyline is not associated with the company that handled our repointing). Our architect is preparing the specifications for the windows, which will be given to three of the installers. The installers will then manufacture a sample window and install it in a vacant apartment we currently have. The installers will also provide us with bids based on the window specs. Based on the installation and cost estimate, the Board along with our architect and Wavecrest will determine which installer/window will be used to replace the current window.

Once the Board has made its decision, residents will be invited to see the window selected. Please note that the Landmarks Preservation Commission must approve our choice of window.

APARTMENT LEAKS

The Board has recently gotten notices from some residents that they have leaks in their apartments. This is very concerning as we have previously asked residents to inform us if they have leaks in their apartments that need to be repaired. With this concern in mind, our building architect, Doug Lister and his staff, along with Carlos will be visiting every apartment to inspect for leaks. When Carlos schedules your visit, please allow our architect/staff to inspect for leaks. If you have a leak, your apartment will be put on the repair list.

AMAZON BUSINESS KEY SERVICE

The Board has arranged for Amazon deliveries to use their Business Key service, so just how is that supposed to work?

Our arrangement with this service specifies that Amazon will deliver all their packages to the resident's door. They will buzz your apartment for admittance, but if no one is at home, the delivery person can contact Amazon to unlock the street entrance remotely. Amazon will authenticate the driver and confirm that they have a package for a specific person in the building before they open the door.

The service has been in use for a few weeks now and yes there have been instances where packages were left in the lobby. It's important to report this when it happens. Board member Walter Chadwick has graciously offered to handle these reports. Should you have a package that you find left downstairs instead of your door, you may send him a clear picture of the label and where you found it, and he will forward it to the complaint department at Amazon. Walter's email is wchadwickdesign@aol.com. By doing this we hope all the Amazon drivers will follow this new procedure reliably.

BIKE ROOM SECURITY

Regrettably, someone has reported their bike missing, likely stolen, from one of the 78th Street bike rooms. Some expressed concern that the door lock was difficult to engage and may have been

left open or possibly damaged by the culprit. Carlos has replaced the lock with one that will automatically lock when the door is closed and is reviewing footage from the security cameras. Additional precautions may be taken to protect the bikes. But, if you are storing your bicycle, make sure you have it locked securely and be certain that the door is closed and locked when leaving the room.

THE 78TH STREET CANOPY

The large canopy that shields the entrance is a welcome feature in bad weather, but its size is such that it can and has been damaged many times by large trucks that carelessly maneuver when parking in front of the building turning the canopy into an eyesore. Repairs on it are planned for the spring. To help keep the canopy looking good, 78th Street residents who are moving or expecting deliveries should alert the drivers to be careful when parking by the building entrance.

SPRING CLEANING

The Board has approved the cleaning of the brass (elevators, vestibule resident name panel) in all three buildings and the repair to the entrance doors/columns. This work is planned for the spring.

VIRTUAL MONTHLY TOWN HALL

The March Virtual Town Hall, open to all shareholders, will be held at 7 PM Thursday, March 25th, and hosted by the organizer, Roy Sirengo. The town hall is a forum where you can ask questions, share information, and meet & greet your neighbors. You may post questions for the March meeting on the Google Group. The Board may be contacted for answers to pertinent questions.

You don't need a computer to attend. Just use your phone. The dial-in numbers are listed in the meeting invitation. When you dial-in, you'll be prompted to enter the Meeting ID number. This appears above the list of phone numbers. There are several phone numbers based on location (NY, Washington, Chicago, etc.) and yes attendees have called from out-of-town.

For those that have a PC the meeting uses the Zoom conferencing software. Login details and an agenda will be posted on the Google Groups a few days before the March 25th meeting. This will be the seventh monthly Town Hall; they are usually held on the last Thursday of the month.

THE GARDEN COMMITTEE

If you are interested in joining the Garden Committee, volunteering for garden workdays, adopting a plot, donating, or have further questions, please contact: Katherine (howfelice@gmail.com)

THE BERKELEY SOCIAL CLUB

Until further notice, all events have been postponed



SCHEDULED BOARD MEETINGS

The dates for the next Board meetings are on Tuesdays, March 16, April 20, and May 11 (Annual Meeting). Due to the coronavirus, the Board will not be meeting with residents. If you have a topic you would like to discuss with the Board, please email the Board at berkboard@gmail.com

Contributors to this issue were Fred Fishel, Anne Eckhardt, Marina Pomeroy, & Katherine Howard. Anyone wishing to contribute an article or notice to the Berkeley Grapevine should contact the Berkeley Cooperative Newsletter at berkownersnewsletter@gmail.com

BERKELEY — IMPORTANT CONTACT NUMBERS

Carlos Rivera, Superintendent: **718-424-0040**
Emergency: **646-403-2558**
Superintendent email: superberkeley@gmail.com
Board E-mail address: berkboard@gmail.com
Newsletter E-mail address:
berkownersnewsletter@gmail.com
Berkeley Google Group/Listserv:
Theberkownerscoop@googlegroups.com
Berkeley Website: www.theberkeleycoop.com

Management Company:
Wavecrest Management Team Ltd.
87-14 116th Street
Richmond Hill, NY 11418
Main Office Phone — **718-463-1200**
FAX — **718-850-2798**
Jay Yablonsky — **718-412-3749**
Yolanda Cuadrado — **718-412-3755**
Email: Berk052@twmt.net
Emergencies (Eves., Wknds. & Hols.): 718-692-7178