

I heard it through the

Berkeley Grapevine

June 2021

Volume 96

GREETINGS FROM THE BERKELEY PRESIDENT

First, I would like to say how great it was that so many people turned out for the Annual Shareholders Meeting and that a quorum was met. I thought the meeting went smoothly with the help of Yes Elections and the hard work of all involved. We had an excellent slate of candidates and the new Board is very excited to work together. Our new members Julie Nguyen and Zach Rosenblatt are eager to jump right in and use their areas of expertise on Board matters.

We have a lot to accomplish in the year ahead with the windows, laundry rooms and the ongoing water infiltration repairs topping the list. We will be keeping the tenants updated on a regular basis as progress is made. We have an amazing home here at the Berkeley, but it is an old one. The infrastructure needs constant attention and repairs.

As the COVID-19 pandemic continues to improve we hope we may loosen more rules. But for now, please be patient as we ease slowly back to life as we knew it.

I am looking out the window as I write this and the Garden looks so amazing. Thanks again to the Garden Committee. Their work makes our lives a whole lot better.

And finally, I would like to thank Anne Eckhardt. The past two years I spent on the Board under her I learned so much. Her love and knowledge of the Berkeley is endless. I know we all are grateful for her tireless work to make our Coop a better place. And I know we all wish her the best in her road ahead.

Happy Summer,
Walter

BOARD NOTES FROM THE MEETING HELD ON MAY 12, 2021

The meeting was called to order at 7:00 pm. Mr. Leahy agreed to take the minutes.

1. **The following were elected as officers of the corporation:** Walter Chadwick, President; Pia Prevost, Vice President; Peggy Russell, Vice President; Wanda Chin, Treasurer; Edward J. Leahy, Secretary; Jay Yablonsky (Wavecrest), Assistant Secretary; Randee Feldman (Novitt, Sahr & Snow), Assistant Secretary. Julie Nguyen and Zack Rosenblatt are Directors.
2. The board determined that board meetings for the rest of the calendar year will take place on the second Tuesday of every month: 6/8/2021, 7/13/2021, 8/10/2021, 9/14/2021, 10/12/2021, 11/9/2021, 12/14/2021. Meetings will begin at 7:00 pm and will take place in the 77th Street Community room unless circumstances require meeting virtually on Zoom.
3. At Mr. Chadwick's suggestion, the board discussed the need to delegate several tasks formerly assumed by the president to other board members and agreed to place governance on the agenda for the June 8th board meeting.

4. The board discussed ways to improve communication to shareholders and agreed that the ListServ is not an optimum means of placing shareholder queries before the board. Any queries appropriate to the board should be directed via e-mail to berkboard@gmail.com. Any queries or complaints regarding building maintenance or operations should be directed to Carlos Rivera. Ms. Nguyen suggested developing a response to queries or complaints on the ListServ, directing the individual to the appropriate action, and Mr. Leahy suggested that the board should continue to utilize the ListServ for announcements. The board agreed to place the issue of ongoing communication on the agenda for the June 8th board meeting.
5. Ms. Chin requested that the board evaluate and re-assess the various board committees, and the board agreed to place the matter on the agenda for the June 8th board meeting.
6. Mr. Rosenblatt asked for a review of capital improvements. Ms. Prevost agreed to make a presentation at the June 8th board meeting.
7. Ms. Russell reported that she was trying to arrange for a presentation by the Jackson Heights Science Group for guidance regarding ongoing Covid protocols. The board agreed to develop revised protocols for the garden and common areas.
8. The board agreed to place discussion of the ticket system for maintenance work and projects on the agenda for the June 8th board meeting.

The meeting was adjourned at 7:45 pm.

Respectfully Submitted,
Edward J. Leahy, Secretary

End of Board Notes

OTHER NEWS ITEMS

NOTES FROM THE ANNUAL SHAREHOLDERS' VIRTUAL MEETING TUESDAY, MAY 11, 2021

1. Anne Eckhardt, President, called the meeting to order at 6:30 PM. At 6:30 PM, we did not have a quorum but continued with an update report from our accountant and Board Committees. At approximately 7:45 PM, we reached a quorum with 50.23% of the outstanding shares registered for the meeting. At the end of the evening, we had 138 apartments present, representing a total of 51.29% of the outstanding shares.
2. Anne Eckhardt introduced Alex Kennedy of YesElections to go over the rules of engagement for the virtual meeting:
 - a. Voting – design of proxies, phone proxy system, online proxy voting
 - b. Explain how to ask questions using the Q&A function
 - c. State:
 - i. Any question asked anonymously will not be submitted to the panel
 - ii. Keep your questions specific to the person who is speaking at the time you ask the question
 - iii. All panelist should remain muted unless they are speaking
 - iv. Voting results will be announced tomorrow
3. Anne Eckhardt introduced the webinar panel:
 - a. Seth Sahr, Corporate Counsel – Seth will be introducing the panelists
 - b. Rick Montanye, Co-op's Accountant
 - c. Douglas Lister, Co-op's Architect

- d. Jay Yablonsky, Wavecrest, Co-op's Managing Agent
 - e. Walter Chadwick, Director
 - f. Wanda Chin, Director and Treasurer
 - g. Ed Leahy, Director and Secretary
 - h. Pia Prevost, Director and Vice President
 - i. Peggy Russell, Director and Vice President
4. A motion to waive the reading of the minutes of the previous annual shareholders' meeting was made and seconded. Attendees were told they could view the minutes on the co-op's website under the Annual Shareholders' Meeting tab.

5. Introduce Rick Montanye – 2020 Financial Overview

Seth Sahr

a. Finance – 2020 Financials

Rick Montanye

Mr. Montanye gave an overview of our financials. We are in good standing, and we have a very healthy reserve fund. He also noted that our budget for 2021 is in good order.

6. Committee Reports:

a. Introduce Wanda Chin

Seth Sahr

Finance Committee

Wanda Chin

As Treasurer, she has been focused on preserving and exploring various investments for our reserve funds. At this time, our reserve funds are deposited with JPMorgan Chase Bank, TD Bank, and Habib American Bank—in savings accounts and Certificates of Deposit.

She has been working on an investment policy that will govern the types of investment the Board could make, including United States Treasuries, government money market funds, and annuities issued by highly rated insurance companies. We have the ability to open a brokerage account with Chase to facilitate a broader range of potential investments.

We are in process of repairing apartments with damaged walls and major leaks, which the Capital Improvements Committee will discuss in more detail, and have upcoming significant capital improvements, namely replacement windows.

As we continue with the windows replacement project and determine the final cost, we will likely consider financing them with a combination of reserve funds, selling co-op owned apartments, and a special assessment.

7. Introduce Pia Prevost – Capital Improvements Overview

Seth Sahr

a. Capital Improvement Committee

Pia Prevost/ Doug Lister

Good evening, my name is Pia Prevost, and I am the chair of the Capital Improvements Committee. First, I want to introduce Douglas Lister from Lister Architects New York. Doug is our Co-op's Architect in charge of the window replacement project, leak repairs, and he also reviews the Alteration Agreements for shareholder renovations if needed.

Doug has 30 years of experience working on landmarked buildings (almost all residential co-ops and condominiums) in New York City. More than 90 percent of the work at his firm is building facade restoration and roof repair work. He has extensive experience working on water infiltration in both existing and new buildings and has worked on over 300 buildings. Doug has a Master of Architecture from Tulane University, focusing on historic preservation, and Postgraduate Diploma in Facade Engineering from the University of Bath.

i. Window Replacements

The Board, together with Douglas Lister, obtained full-size window samples from three different manufacturers.

- Skyline Windows (no relation to the façade company with the same name)
- Northern Windows
- Crystal Windows

We then invited four different installation companies to introduce their Company and their recommendation of window product (one of the three samples) for our buildings.

- Skyline Windows (no relation to the façade company) Manufacturing produces the windows they install
- Tindel Replacement Windows recommended Northern Windows
- Adler Windows recommended Northern Windows

- Ecker Windows recommended Northern Windows

Out of the four, we selected three companies to install an actual window in one of the vacant co-op-owned apartments (A41 in 77th Street); this way, we could view the product and see the quality of the installation.

The companies are:

Skyline Windows (Manufacturer and installer)

Adler Windows (Manufacturer Northern Window)

Tindel Replacement Windows (Manufacturer Northern Windows)

We should be able to send out the bid package by the end of **June 2021** and expect the proposals back by the end of **July 2021**.

Since we will receive bids from two different manufacturers, and any window manufacturer has a slightly different window profile, we will not be able to file with the Landmarks Preservation Commission and the NYC Department of Buildings (DOB) until we select the window manufacturer.

We are expecting to be able to submit to Landmarks in the Fall of this year.

ii. Leak Repairs

Back in 2018/19, the Board sent out to the Shareholders a request to report any leaks they observed in their apartment. At that time, we heard back from approximately 53 Shareholders informing us about leaks. In 2019 the co-op's Architect visited those Apartments and prepared a list with notes of all leak locations. We did obtain bids for the repair work from three (3) different contractors and selected:

- NY Contracting to execute the work (lowest in cost)

Unfortunately, in 2018/19, not all Shareholders took the time to report the leaks. We realized this approximately a year later. At the beginning of 2021, the Architect went back to all apartments in all three buildings and did their survey. The updated list shows now that we have over 100 apartments with damages that have to be repaired.

We are looking into the possibility of obtaining a proposal from an additional contractor so that the repair work can be executed by two companies to reduce the time this will take to complete.

We understand that most Shareholders will ask how we can still have leaks after we did substantial façade repair work. One has to keep always in mind – these are old buildings, not the best construction to begin with, and we still have the 35-year-old windows. Most of the leaks occur at the window/brick connections, and hopefully, once the new windows are installed, the leaks at those locations can be stopped. Also, when we did the repair work, we did “spot” repairs (locations with leaks). Even if we would have spent double on the façade project a few years ago, we will always have to deal with leaks.

iii. Laundry Rooms

The start of the Laundry Room project was delayed and took longer than expected. At the end of last year, the City of New York updated the rules and regulations for gas connections, and with the existing gas dryer installations in our Laundry Rooms, we would not have passed inspection. To prevent the Laundry Rooms from being closed down, we had to install electric dryers. We extended the contract with Fowler for three years, but it can be canceled at any time by either party.

This will not be a simple laundry room renovation. The following must be done:

- installing a full-height external exhaust for the dryers
- installing sprinklers
- upgrading electrical
- review ADA requirements for 78th Street Building

We are now signing the contract with an engineering consulting company who is experienced with laundry room projects like ours.

The project will be done in three phases:

1. Phase 1: Feasibility review/study, which also includes a rough cost-estimate (8 weeks) completed end of July 2021

2. Phase 2: Prepare filings and Construction Documents – (6 weeks) completed mid-September. Filing with the Landmarks Preservation Commission and NYC Department of Buildings and obtaining approval – (8 to 10 weeks) completed – begin / mid-December 2021
3. Phase 3: Bidding and awarding construction contract Design Phase/package for the DOB – completed by mid-January 2022
4. Construction Phase will be done in three Phases – each building separately

iv. Exterior entrances and canopies, vestibules

We did send out requests for pricing to have repair work done on the exterior of all three buildings.

Scope of work:

77th Street Building: repair/replace deteriorated woodwork with material that will sustain the weather and apply a new paint finish, including the exterior door.

35th Avenue Building: repair/replace deteriorated woodwork on columns with material that will sustain the weather and apply a new paint finish, including the exterior door. Repair plaster and apply new paint finish on the overhang.

78th Street Building: repair canopy and install/replace metal ornament on the fascia of the canopy.

Once the exterior work is completed, we will install new wallpaper in the three vestibules. The wallpaper will be vinyl, easy to clean, and very close in color to match the existing wallpaper.

8. Introduce Peggy Russell – Admissions Committee and Children’s Circle and Children’s Room

Seth Sahr

a. Admissions Committee

Peggy Russell

I am the Board liaison for the Admissions Committee, which is chaired by Maurice Garvey. There were 7 apartment sales in the second half of 2019. The average resale price was \$1,361 per share. There were 11 apartment sales in 2020; the average resale price was \$1,340 per share. The average share price has decreased by \$21 per share since 2019. So far, in 2021, there are 7 apartment sales; the average resale price is \$1,250 per share. The average share price has decreased by \$91 per share since 2020. Detailed information regarding the building and size of the apartments sold can be found on our website.

b. Children's Room Committee

In April of 2019, the Children's Room Committee was formed to explore aspects of creating a children's room at the Berkeley. The development of a children's room has been a long-time goal of many shareholders. Unfortunately, the necessity of the window replacements and the consequent cost of the project was determined to take precedent over amenities at this time. That determination and the limitation of meetings during the pandemic resulted in suspending the Committee. However, with shareholder support, the Committee could be reactivated to investigate the future of a children's room with the knowledge that current expenses will limit its implementation.

c. Children’s / Babies’ Circles

Peggy Russell

To accommodate younger children, a Baby Circle was created to supplement the Children's Circle. Due to COVID risks and restrictions, both circles had to be discontinued in March 2020. The circles have become an important part of family life at the Berkeley. As COVID risks lessen and restrictions are lifted, including the number of persons permitted to gather, we are currently considering beginning Circle again with an initial outdoor meeting for singing, reading, music, and a craft.

d. Annual Garden Party

The annual garden party with a potluck and barbecue was discontinued in 2020 due to COVID precautions and restrictions. Depending on the progress in overcoming the pandemic, there may be an opportunity to have a community gathering in the Fall based on what the new normal becomes.

9. Introduce Ed Leahy – Virtual ASM / Hospitality Committees

Seth Sahr

a. Virtual Annual Shareholders Meeting (ASM) Ad Hoc Committee **Ed Leahy**

In late autumn, when it became clear that the conditions brought about by the COVID pandemic would likely continue to prevent an annual in-person meeting, the Board voted to form an ad hoc committee to explore the issues in holding a virtual annual meeting in 2021, as several shareholders had been advocating. Members of the committee were: myself, Anne Eckhardt, Walter Chadwick, and Roy Sirengo. There were several concerns to be addressed.

While the Board had been utilizing Zoom for its meetings since the beginning of the pandemic, and some members were familiar with Zoom for other meetings, we needed to know if it could be useful for a large-scale meeting like our ASM. Also, when our discussions took place, Wavecrest had not yet had a virtual meeting for an ASM in any of the properties they manage. Of greatest concern was how we would manage the proxy and share registration process and calculate a quorum.

After discussions with Wavecrest and research into each area of concern, the Committee recommended that a Virtual ASM be held for 2021. The Board approved the recommendation, and Berkowners' by-laws were amended to allow the Board, by a 2/3 vote, to call a Virtual Annual Meeting in any year in which it deemed it necessary.

Subsequently, the operational issues were resolved by bringing in YES Elections to provide the platform Zoom in Webinar mode and handling the operational issues of share registration, proxies, and vote count.

b. Hospitality Committee **Ed Leahy**

I am the Board liaison to the Hospitality Committee, which Bertine Lafayette chairs. During the pandemic, we have 17 new shareholders. The committee's events have been canceled due to the pandemic, and we hope to be back in action in the Fall. In the meantime, the new shareholders have received a packet giving them pertinent information to help them adapt to life at the Berkeley. They have also received an email from Carlos that explains the adventures of moving into the Berkeley. Bertine hopes to start having her social meet and greet events once COVID restrictions are lifted.

10. Introduce Walter Chadwick – Garden Committee **Seth Sahr**

a. Garden Committee **Walter Chadwick**

I am Walter Chadwick and was elected to the Board 2 years ago.

I am the Board liaison to the Berkeley Garden Committee, which Katherine Howard and Phil Washburn co-chair. I oversaw last Fall's renovation of the lawn and the installation of the irrigation system. I am happy to say the lawn is looking great, and I ask you to be easy on the grass this year as the lawn fills in and gains strength.

We have hired Lanmarc Landscaping, who maintains the exterior side plantings to maintain the lawn. They will be coming every Thursday or Friday to mow the grass. They will be doing routine organic fertilization to keep the lawn healthy. When invasive weeds are a problem, they will spot treat them. These areas will always be marked so that you may avoid them. Rain or the sprinklers will wash it away after it has done the job of killing the weeds.

I have also walked on the street side of the 3 buildings with Lanmarc to suggest how the shrubs and trees may be better pruned. In the future, after the window project is complete, I would like to see some new plantings to fill in empty spots.

I am also working on getting the flagstone walkways repaired where mortar has broken on the garden paths. I am sure we would all like to thank the Berkeley Garden Committee for all their hard work in making our garden such a beautiful place.

Thank you for your time and good evening.

11. Introduce Anne Eckhardt – Communications **Seth Sahr**

a. Communications Committee **Anne Eckhardt**

- i. I am the liaison to the Communications Committee, which Fred Fishel chairs.
- ii. In 2020, 11 newsletter editions were published; and 5 so far in 2021
- iii. Fred has also taken over responsibility for our website, Facebook account, and Google Listserv.

- iv. Carlos continues to use a text blast system to give updates on issues that are occurring in each of the buildings. If you have not signed up for the text blast system, please contact Carlos. You can also email Carlos at superberkeley@gmail.com

b. Safety

Anne Eckhardt

We have had many incidents where packages were stolen from the mailbox areas. We implemented Amazon Business Key, which should have packages delivered to the resident's door. We still have some issues with that, and Walter Chadwick is working on it. With regard to the bike thefts in 78th Street, we have installed cameras in the bike rooms. The Board has received and reviewed proposals for an intercom system upgrade that would allow for video as well as voice communications from the building vestibules. The most reasonable system at this time would be one that operates via a smart device. This will be put on a future Board meeting agenda.

12. Adjournment

Anne Eckhardt

There being no further business to discuss, the meeting was adjourned at 8:19 PM.

VIRTUAL MONTHLY TOWN HALL

The June Virtual Town Hall, open to all shareholders, will be held at 7 PM Thursday, June 24th, and hosted by the organizer, Roy Sirengo. The town hall is a forum where you may ask questions, share information, and meet & greet your neighbors and you may post questions for the June 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. If you are out of town (yes attendees have called from out-of-town) there are phone numbers for Washington, Chicago, Houston, San Jose & Tacoma.

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 June 24th meeting. To join the conference, you'll need to provide your name, apartment number and building. Anonymous guests will not be permitted to join the conference. The monthly Town Hall is held on the last Thursday of the month except for Nov. & Dec. due to the holidays. See the Berkeley Co-op Google group for this year's complete schedule.

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 board determined that meetings for the rest of the calendar year will take place on the second Tuesday of every month: June 8th, July 13th, Aug. 10th, Sept. 21st, Oct. 12th, Nov. 9th, Dec. 14th. Meetings will begin at 7:00 pm and will take place in the 77th Street Community room unless circumstances require meeting virtually on Zoom. 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, Walter Chadwick, Marina Pomeroy, Peg Russell, and Stacey Zaretzky. 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**