

The Grapevine Newsletter

I heard it through the Grapevine...

Notes from the November 14, 2023 Berkowners, Inc. Board Meeting

Directors attending: Walter Chadwick, Wanda Chin, Cecilia Durbin, Liz Hollander, Ed Leahy, and William Walter. Absent: Peggy Russell . Also attending: Carlos Rivera (Superintendent); Joe Doren (Metro Management).

1. Meeting called to order via Zoom at 6:35 PM
2. The minutes of the October 10th board meeting were approved, as amended.
3. **Superintendent's Report (Mr. Rivera):**
 - A staff member is on medical leave for an undetermined amount of time. Ms. Chin inquired if his duties were being covered by other staff without incurring overtime costs. Mr. Rivera replied that they were.
 - Mr. Rivera reported that in discussing Building Link with the superintendent of Dunnolly Gardens, he learned that the system would prove difficult for anyone not tech savvy. He added that the current work order system is sufficient. Mr. Doren added that Building Link is designed for buildings with a doorman.
 - There have been complaints about poor heating, but staff need to gain access to the apartments in question to investigate the problem, and some shareholders have refused admission. He will inform them that the problem can only be addressed if they allow him to check the apartment.
 - Ms. Durbin will present a proposal on garden lighting in the future. She stated the estimate is less than expected but may not be all-inclusive.
 - Maintenance work on the 78th Street Laundry Room has been completed at a cost of \$17,000. Work included access for snaking out a long new line, an increase in pipe size from 3 inches to 4 inches, a new trap and new floor drain.
 - Carpeting was removed from B54(35) due to carpet mites. The Public Administrator will be charged for the work. Mr. Doren added the cost would be added to the maintenance account and would be settled when the apartment is sold.

- Repair in the ceiling of the lobby of the 77 Street building was completed.
- Boiler steam traps that are not working in the 35th Avenue building need to be replaced. Passeggio Plumbing wants \$7,000 for the job, while the boiler company wants \$3,800. Staff will do it at a cost of \$1,500.
- Garden furniture will be put away to be sanded and sealed with teak wood sealer on November 21.
- NY Contracting completed the window jamb waterproofing for A21/A22 (77).
- LED lighting installation in the basements of all three buildings is proceeding.
- Per Doug Lister's recommendation, we will be scheduling repair work for apartments that recently sustained water damage.
 - A22 (35)
 - B37 (35)
 - B27(78)
- A54 (78) and A64 (78) – water test was completed. Work may require filings with the Department of Buildings.
- Construction work for shareholders
 - B34 (77)
 - A41 (77)
 - A14 (35) – Treasury unit B65 (35)
- Mr. Rivera left the meeting at 7:20pm.

4. Manager's Report (Mr. Doren):

- Presented a first draft of the proposed 2024 budget, which will be discussed in full at the December meeting.
- Mr. Lister still has \$18,000 due from unpaid invoices.
- Invoices from Passeggio Plumbing stand at \$35,000 on accounts payable. We have paid them \$50,000 year to date. Transfer needed from reserve. Mr. Doren suggested when our handyman retires, we replace him with a plumber to avoid using an outside contractor whenever possible.
- Appliances were delivered for the A14 (35) treasury unit at a cost of \$3,062.

5. President's Report (Mr. Chadwick):

- A potential lessee for A14 (35) is being interviewed by the Admissions Committee.
- Mr. Leahy asked about the status of sublessees, with concerns about the 4-year limit being observed. Mr. Doren stated that work is proceeding slowly because of the awful state of Wavecrest's files. Mr. Doren also advised Metro was hiring an expediter to clear several violations spread across the three buildings.
- Laundry Room Vendors: Mr. Doren does not have a vendor in mind. Will continue to look for recommendations.
- Mr. Chadwick asked if the board wished to set a standard for Urban Arborists to trim trees. Mr. Doren suggested it just be a regular maintenance item, and the board agreed.
- Mr. Chadwick raised the question of spraying the garden for mosquitos. Ms. Chin observed that the city sprays all over the city for mosquitos. Ms. Durbin suggested that we be prepared to answer questions about safety from shareholders. The board agreed.
- A member of the Admissions Committee had raised a concern that allowing units to be combined in a single apartment had the effect of reducing housing stock in New York City. Ms. Durbin voiced the opinion that, while that was true, there was a genuine need for large units. The board agreed.
- Wavecrest was served with a summons from the New York Secretary of State and a demand letter for reimbursement of fines related to failure to comply with LL11.
- Mr. Chadwick proposed a holiday wine and cheese party, similar to what was done last year, in the lobby of the 77th Street Building to allow shareholders to present gratuities to the staff. The board agreed on Friday, December 15, from 6:00 PM to 8:00 PM.

6. Treasurer's report (Ms. Chin)

Total corporation reserve funds \$6,011,731; reserves managed by Board, total \$5,707,501

- Chase Bank
 - Checking and savings balances total \$29,743.48 (a/o 10/31/23)

- HAB Bank
 - \$152,193.76 (a/o 9/30/23)
- RJFS account
 - Balance a/o 10/31/23 was \$5,525,563.98, comprised of:
 - \$916,087.98 Cash (spread primarily among 4 banks)
 - \$2,000,000 CDs (8 banks)
 - \$2,625,000 USTreasuries (four, full value shown)
 - During the month of October, eight (8) bank CDs matured, total \$2 million.
- - \$1.3 million USTreasury bills purchased on 10/27/23, to mature 12/19/23
- - \$750,000 USTreasury bills purchased on 11/1/23, to mature 11/28/23
- During the month of November, \$1,800,000 of USTreasuries will mature.
- During the month of December, \$1,575,000 of USTreasuries will mature.
- From January to April 2024, \$2,000,000 of bank CDs will mature.
- We are investing short-term and will continue to ladder maturities based on anticipated payments of the windows contract.

Reserves managed by Metro

\$258,442.43 in window assessment account (a/o 9/30/23)

\$45,787.78 in beautification fund (a/o 9/30/23)

7. Communications (Ms. Durbin):

- The website has been updated with ListServ guidelines
- LED lighting is going well, and adjustments have been made in response to shareholder concerns.

8. Technology (Mr. Walter):

- Consolidating documents on the Google Drive.
- It's also possible to move some in the Berkboard e-mail drive.
- Have categorized everything with Windows in a separate file.

- Mr. Walter asked if there was a listing of all shareholders to check against the current list in the Berkboard drive. Mr. Doren said he would forward his list.

9. Garden Committee (Ms. Hollander):

- Met at the end of October. Members were excited about the renovation of the seed room.
- Mr. Chadwick mentioned Urban Arborists would need to be here when concrete is broken up. We'll need to check on who will perform the concrete work.
- Garden committee will meet again in early December.

10. Meeting adjourned at 8:27 PM.

JANUARY CHILDREN'S CIRCLE

Saturday January 13, 2023

11 am

Community Room/77th Street

All Berkeley families are welcome.

Hope to see you there.

BERKELEY ARTIST PROFILE

The Artist Profile is on pause and should resume in the Spring

You're Invited to Join the Berkeley Compost Tumbler!

Your kitchen scraps and coffee grounds could become the dirt that grows our beautiful Berkeley Garden!

There is space for another household to contribute to the Berkeley Compost Tumbler

Curious to learn more? Reach out to Liz Hollander at lizholl@gmail.com

SCHEDULED BOARD MEETINGS

The next Board Meeting is scheduled for January 9, 2023. The next Board meetings are February 13th, March 12th and April 9th. If you have a topic you would like to discuss with the board, please email them at berkboard@gmail.com.

A REMINDER: Residents are always welcome to address board meetings about anything about the co-op they feel need addressing. Please give the board 24 hours notice that you'd like to attend, and you'll be invited to the zoom meeting starting at 6:30pm.

Contributors to this newsletter were Walter Chadwick, Cecilia Durbin, and Peggy Russell. If you'd like to contribute content to the Berkeley Grapevine, please email bconwayb34@gmail.com.

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