

Berkeley Grapevine

July 2020

Volume 85

BOARD NOTES FROM THE MEETING HELD ON JUNE 16, 2020

Due to the coronavirus, the Board meeting was held virtually via Google Meet. 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 May 12, 2020 Board meeting.
2. Mr. Rivera reported that the refurbishment of the superintendent's office had been completed, and the installation of a workshop in 35th Avenue is approximately 80% complete.
3. The typical staff hours have been modified to accommodate trash pick-up and recycling while still providing adequate building coverage.
4. The Board reviewed proposals for adding an irrigation system to the garden lawn areas. It was agreed that any such work should not be done until late fall, to minimize disruption of garden usage. Mr. Rivera was asked to contact the bidders and obtain schematics of their proposed sprinkler head zoning and layouts. The Board also discussed leveling the lawn areas as part of this project.
5. The Board reviewed proposals for repairs to the 78th Street boiler refractory and partial tube replacement. After a general discussion, the Board approved proceeding with the project from A&C Heating Services. Mr. Rivera agreed to have them check the condition of the boilers in the other buildings.
6. The Board discussed having the Coop's attorney begin the process of closings on approved transfers.
7. The Board discussed ongoing complaints from various Shareholders regarding noise made from foot traffic and dogs in apartments. The Board discussed revisions to the House Rules that would require sufficient padding under carpeted areas and a limitation on the size of dogs to 30 pounds. Ms. Eckhart agreed to speak with the Coop's attorney regarding the revisions.
8. The Board discussed recent inappropriate behavior by residents in the garden, and the imposition of fines for infractions. The Board agreed that at the current time: a) the garden is to be restricted to residents only, b) face coverings must be worn, and c) no food is allowed.
9. The Board discussed putting out the garden furniture. After a general discussion, the Board agreed to put out a limited number of chairs only.
10. Mr. Koch reported that the architect had completed plans and specifications for the work in the bay window area of the 78th Street B side of the building. The Board agreed that the plans for this work should be filed, and bids solicited. Mr. Koch also reported that Mr. Lister is finalizing his water infiltration survey.
11. Mr. Koch agreed to check on the status of the architect's progress regarding the laundry room and gym areas.
12. The Board authorized sidewalk repairs on 78th Street, adjacent to the North tree pit.

13. The Board discussed, and, by a vote of 5 in favor, and 2 opposed, authorized the purchase of the storage bins from Bar Gold Storage Systems. The Coop's attorney is in the process of reviewing the purchase contract.
14. The Board reviewed the status of collections and noted that the Corona Virus situation had not had a significant adverse effect.
15. Ms. Russell reported that the admissions committee had approved the proposed transfer of Apt. B39 (78th Street).
16. Ms. Eckhardt reported that she had been approached by some Shareholders, seeking permission to install a composting bin for their exclusive use. After a general discussion, the Board agreed not to allow this installation.
17. The Board discussed the upcoming Annual Shareholder meeting, which has been tentatively scheduled for September 15, 2020.
18. The Board previously scheduled its next regular meeting for July 14, 2020.

There being no further business to come before the Board, at 7:30 PM. Ms. Eckhardt accepted a motion to adjourn.

OTHER NEWS ITEMS

PROTESTER INCIDENT

On Thursday, June 18th, at about 1:00 PM, approximately 100 protesters arrived at our 78th Street building who were targeting Danny Dromm. A resident of the Berkeley agreed with the protesters and allowed them access to the building. A few protesters went to Danny's apartment and were banging on his door. This action put our residents and staff at risk. It could have gotten seriously out of hand. Had there been property damage or injuries while protesters were in the building, there would be serious questions regarding liability.

Under NO circumstance should anyone let someone into our buildings if they do not know them. Furthermore, residents are not authorized to admit visitors into the building if they are not your personal guests. There will be serious repercussions when we find out the name of the resident that granted them access to the building.

Also, **under NO circumstance** should any door/gate be propped open. We recently had an incident with this where a resident propped open the 78th Street garden gate so their guest could access the garden easily. Can you imagine what could have happened if the gate was propped open on the 18th and those 100 protesters decided to come into our garden?

Our country is in turmoil right now, and we need to be vigilant about providing access to our property to keep everyone safe.

ANNUAL SHAREHOLDER'S MEETING

We need a new Chairperson for the Quorum Committee!! The responsibilities for this position entail all of the events concerning the Annual Board Meeting such as requesting shareholders to submit resumes to run for a board seat, preparing the annual meeting documents, coordinating the sign-in of shareholders at the annual meeting, determining whether there is a quorum, if there is

an election tallying the votes with our accountant representative, etc. Please contact the Board at berkboard@gmail.com if you are interested in taking on this responsibility.

The 2020 Annual Meeting will take place on Tuesday, September 15th. Four of the seven board positions will end their terms on that date and thus will be open for election. These Board positions are held by Eric Koch, Peggy Russell, Wanda Chin, and Bertine Lafayette. Responsibilities include regular attendance at the monthly board meetings and volunteering to act as the liaison to at least one of the Board sponsored committees.

We cannot lightly dismiss the time required. The work involves dealing with current issues as well as planning for the future of the corporation. This will demand a certain portion of one's time, but with the help of the volunteer committees, this can be kept to a minimum.

Shareholders who wish to run for the Board may submit their resumes or letters of intent either by e-mail to berkboard@gmail.com or by post to Bertine Lafayette 77-12 35th Avenue, Apt. B22, Jackson Heights, NY 11372. The deadline for **receiving** these is Friday, July 24th.

The Board hopes that all shareholders will either attend this year's meeting or submit a Proxy form if unable to attend so that an election may take place. Information on the Proxy form and other Annual Meeting details will be discussed in an upcoming newsletter.

HOUSE RULE REVISIONS

The Board has revised the following House Rules:

Quiet Enjoyment

11. Floors of each apartment **MUST** be covered with rugs or carpeting or equally effective noise-reducing material to the extent that at least 80% of the floor area of each room, excepting only kitchens, pantries, bathrooms, and closets. Residents who own a dog must also have thick padding under the carpet of no less than ½ inch. In cases where the Board receives complaints regarding excessive noise from foot traffic, the Managing Agent will inspect the apartment to confirm that the carpeting rule has been obeyed and is so covered.

Renovations, Repairs, Maintenance, and Deliveries

12. All renovations may be made only after the Shareholder has submitted to the Board of Directors a completed Renovation Application and only after said Application had been approved by the Board. Only after approval of the Board of Directors may contractors hired for repair and maintenance and/or renovation be permitted access to the buildings. Approval shall not be unreasonably withheld or delayed. The Management Agent and/or Property Superintendent must be permitted access to the apartment to ensure renovations comply with the approved renovation package. Failure to allow access on 24-hours notice (or shorter if urgent) will result in the Board possibly stopping the work.

Pets

20. Shareholders/Renters are allowed to have a maximum of two pets residing in an apartment and no more than three combined resident and visiting pets at any given time. Effective July 1, 2020, Shareholders/Renters can have up to two dogs with a maximum weight of 30 pounds each. Shareholders/Renters who have dogs before July 1, 2020, are grandfathered; but, upon the death of their pet(s) or the pet permanently vacating the unit, for any reason, Shareholders/Renters must abide by the new House Rule.

Smoke-Free Policy

31. Smoking and electronic cigarette use are permitted in the apartments and/or balconies, if any. However, smoking and electronic cigarette use are only allowed in the apartments and/or balconies of this property so long as such conduct does not rise to the level of a nuisance, i.e., does not interfere with

any other tenant's quiet enjoyment of the property (for example, odors from smoking in an apartment should not permeate the common areas [hallways, lobbies, etc.]).

All Residents/Shareholders will be receiving a complete copy of the House Rules. The House Rules are also available on our website at the following link

<https://www.theberkeleycoop.com/copy-2-of-documents>

CORONA VIRUS

As the Corona Virus continues to plague us, the Board of Directors of Berkowners, Inc. wants to remind all residents of steps that they have put in place to protect the health and safety of all residents.

Move-in / Move-out Procedures:

The Board discussed whether to allow move-ins and move-outs. After a general discussion, the Board agreed to allow move-ins and move-outs, under the following conditions:

- a) Insurance must be provided by the moving company naming Berkowners, Inc. and Wavecrest Management Team Ltd. as additional insureds
- b) moves must be scheduled at least 48 hours in advance, to allow for notification to other residents of the building
- c) movers must wear proper Personal Protective Equipment
- d) moves can only take place on weekdays between 9:00 AM and 5:00 PM
- e) all areas through which the movers pass must be cleaned and disinfected immediately after the move. This work will be done by Berkeley staff, and charged to the moving party, at a rate of \$60.00 per hour or part thereof.

Personal Protective Equipment:

All residents, and their employees, guests, and delivery people **MUST** wear face masks when in any of the Cooperative's common areas, which includes the garden. Violation of these procedures will subject the Shareholder to a \$100.00 fine for the first infraction, and escalating fines thereafter.

Please note: Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

Garden Activities:

At present and going forward until NYC is entirely open, **ONLY** residents of the Berkeley are allowed to use the garden (no outside family or friends are permitted). All residents using the garden **MUST** wear face masks. Eating food at this time is prohibited; drinking is allowed with the use of a straw enabling the mask to stay in place. The Board has agreed to allow chairs to be placed in the garden. Keep in mind that you must continue to socially distance yourself from others in the garden. Violation of these procedures will subject the Shareholder to a \$100.00 fine for the first infraction, and escalating fines thereafter.

Laundry Rooms:

Laundry room hours have been limited to **7:00 AM (first wash) to 9:00 PM (last wash starting time)**. Sign-up sheets have been posted on the door of each laundry room. You are only permitted to use the laundry room during the 2-hour time slot for which you sign-up. Do not remove anyone's clothing from the washers/dryers. You must not leave your laundry unattended in the laundry baskets. If they are unattended, they will be placed in a plastic bag and removed from the laundry room. Violation of these procedures will subject the Shareholder to a \$100.00 fine for the first infraction, and escalating fines thereafter.

Elevators:

The use of the building's elevators should be limited to a family unit or three people at a time.

Alterations:

Alterations are now permitted. Your neighbors need to be given 48 hours' notice. Use the "Sample Notice of Renovations" uploaded on our website. Please make sure your contractors follow the guidelines as detailed in the following documents:

Reopening NY: Construction Guidelines for Employers and Employees
OSHA: Guidance on Preparing Workplaces for COVID-19

Documents regarding alterations can be found on our website at the following link:

<https://www.theberkeleycoop.com/copy-3-of-documents>

Closings:

Our attorney's office is hopeful to be opening on June 22nd. If you need to schedule a closing, please contact Randee Feldman at Randee412@aol.com

Noise:

During these trying times, we all need to be mindful of ourselves and our neighbors. The Board of Directors requests that during the day, we stay aware of our neighbors working from home, our home-schooled children, and residents who are not feeling well. The Board cannot prevent residents from hosting gatherings (the state has this authority and the current limit as of 5/22 is 10 or less), hosts should be mindful that they pose a greater risk of noise problems.

There should be no loud music, loud karaoke, obsessive dancing (as this vibrates into neighboring apartments), loud television, barking dogs, noise related to pets running around the apartment, or any other disruptive activities to others.

As a reminder, noise in the garden echoes and travels to apartments facing the garden. Please be respectful and keep your voices soft while visiting the garden.

Thank you for your continued cooperation and stay healthy and safe.

CHILDREN'S AND BABY CIRCLE

Ms. Peggy had a Zoom Baby Circle in May, and it went well. She anticipates doing the same in the future for both Circle Groups. Be on the lookout for date and time.

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) or Kayhan (kayhan@artivista.org)

THE BERKELEY SOCIAL CLUB

Until further notice, all events have been postponed



SCHEDULED BOARD MEETINGS

The dates for the next Board meetings are on Tuesday, July 14th, August 18th, and September 15th (Annual Meeting). Due to the coronavirus, the Board will not be meeting with residents. If you have an issue you would like to discuss with the Board, please e-mail the Board at berkboard@gmail.com

Contributors to this issue were Fred Fishel, Anne Eckhardt, Eric Koch, Marina Pomeroy, Peg Russell, Katherine Howard and Stacey Zaretsky. 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
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Berkeley Google Group/Listserv:
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Berkeley Website: www.theberkeleycoop.com

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