

Patrick E. Gorman, Monthly Board Meeting
Monday June 12, 2023

Board Members- Mr. Wright, Mr. Campbell, Ms. Fields, Ms. Powell, Mr. Bender, Ms. Johnson
Ms. Padmore(excused)

Staff- Ms. Joseph(Site Manager), Mr. Baron, (Metro), Mr. Tom Budjai(Metro),
Mr. Bill Gultani(Project Manager)), Mr. Wagner(Attorney)

Agenda- Motion to change the agenda by Mr. Campbell 2nd Mr Wright
All ayes Motion Carried

Project Update- Mr. Gultani spoke explaining what has been done on the building façade as of today. There have been seven drops out of 23 completed on the front of 1381. At this point he is requesting the board's approval to move forward with the project. There may be an asbestos abatement that has to be taken care of as well. The approval of the color for the terrace ceilings and floors.

Ms. Johnson asked about the wood that's on the terrace sides and front, Mr. Gultani stated they were markers and a system of pouring concrete into the space.

Mr. Campbell asked if the same process would be on each side of both buildings, Mr. Gultani answered yes. Mr. Wright asked if change order #4 would be covered in the 5.4 million?

Mr. Gultani said it was, but they needed approval to change order number 2, 3, and 4. Ms. Joseph said she believed that number 2 was approved she would check tomorrow and get back to him. Mr. Gultani stated the approved orders would need to be signed and sent to his office. The approved colors for the terrace ceiling are Stark White, the floor is Charcoal. The terrace façade color is Aluminum Stone. Mr. Campbell asked if there was an estimated time when this first area of the building would be completed. Mr. Gultani stated a month or a month or a half, once this is completed there will be an inspection of the work and a report generated sent to the board. There will be no more additional needs for approval for any work.

Mr. Baron asked if they knew the cost of allowances used if everything is in line going forward or will there be cost issues? Mr. Gultani stated there should be no cost issues, but they will send emails if there are any concerns or issues with the project. What cost that isn't covered are the brick, the garage has not been touched yet. They will need a change order for the bricks and mortar. Mr. Baron stated there will be more change orders possibly for 1381 for brick and mortar. Mr. Wright said 1371 will probably need some also, that both should be done at the same time for both buildings.

Mr. Wright asked if they received the approval from DOB to begin the work in 1371 and was the safety shed extended as per the fire department. Mr. Gultani said he will check with DOB tomorrow for the approval. Mr. Baron stated his office will send an email to DOB concerning the approval to begin the work on 1371.

Site Manager- Mr. Baron let the board know Ms. Joseph has resigned as manager and will be leaving in two weeks. He gave a brief reason concerning traveling issues to and from work. Mr. Baron has another manager in mind to replace Ms. Joseph, whom he would like to come to the

office to shadow Ms. Joseph for the remainder of her time here at Gorman.

Mr. Baron stated Ms. Latisha Gaines had worked with his company prior but left and decided to return. Ms. Gaines, according to Mr. Baron, has experience in Mitchell state and city co-ops.

Ms. Johnson asked if Ms. Parrish (office secretary) will remain in the office. Mr. Baron said she would and is hoping for a smooth transition. Mr. Campbell asked, if possible, will she be a full-time manager. Mr. Baron stated because of the money issue no, but he will try to have her three full days and two half days.

Ms. Johnson asked if we could meet Ms. Gaines before she takes over in the office. Mr. Wright suggested Wednesday evening June 14th. Mr. Bender suggested 6:30 in the evening, which the board members agreed.

Garage Policy- Ms. Johnson explained the issue she had in the garage with debris falling on her car, who's responsible for cleaning the car. Mr. Wagner stated according to the garage policy the co op is not responsible for the damage. He stated that the car should have been covered. He also stated she could go to small claims court. Mr. Wright said he understood the policy but if your car is damaged because of neglect from the building from cement and leaks they are still not covered. Mr. Wagner stated there were two provisions in the agreement covering the neglect of the co-op.

FMLA- Mr. Wright stated the superintendent is on leave for 8 weeks, is his company allowed to restore apartments in the buildings. According to him when we spoke during his interview, he is not supposed to use his company to restore any apartments here while he is an employee. Mr. Wagner asked if this was a written understanding, Mr. Wright said no we spoke about it during his interview. Mr. Wagner suggested a letter sent to the super letting him know again that he is not to use his company for contractual work in the buildings. Ms. Nikki will be out for another 3 months, another attorney from his firm will handle her correspondence until she returns.

Cabinet- Ms. Johnson spoke concerning these issues although the shareholders were asked to contact the office to attend the meeting.

1381/apt.11J this shareholder stated her kitchen cabinet fell off the wall a couple of weeks prior. She said that the cabinet was in bad shape when she moved into the apartment, but the previous manager said there was nothing wrong with the cabinets. According to Ms. Joseph the cabinet is in good condition and maintenance can remount it on the wall, but the shareholders refused to let them remount the cabinet. Ms. Narcisse would like a new set of cabinets.

Ms. Powell stated that we cannot give her a new kitchen, especially since one cabinet is in good condition and can be remounted. Ms. Joseph suggested a board member visit the apartment with her to look at the cabinet.

1381/apt.8J Ms. Fibevel stated that her car was towed from 1371 garage illegally and she had to pay a fee to have the car returned. The office has the receipt she

paid to get the car from the towing garage. There are no names on the receipt. According to her security called the tow company and let them in the garage to tow the car. Unfortunately, there is no name on the receipt, management was asked to call the company to ask for a name who let them in and out of the garage.

Minutes- Motion to approve minutes from the previous minutes by Mr. Campbell 2nd Ms. Powell abstain Mr. Wright Motion Carried

Management Report-

Champion Elevators- Ms. Powell asked why they are called constantly for elevators that are essentially new. Ms. Johnson stated that most times the elevators are kept open, and security believe they are stuck but they start after releasing them.

Transfer- The transfer for Rita Curwen was approved for 1371 /9C which according to Mr. Wright they refused. Mr. Wright said that Ms. Carmen Curwen is the caregiver for her mother and would like to move her mother into apartment 13D after she transfers to apartment 13F. Each apartment is in 1381. Ms. Powell said why are we holding certain apartments for this one family. Mr. Wright asked Ms. Williams if there would be an issue if the other took her old apartment after she transfers into 13F. Ms. Williams stated that's not her department, but she will inquire and let management know of her findings. Ms. Joseph stated Ms. C Curwen sends letters and emails constantly to Ms. Williams concerning the apartment. Ms. Joseph said that HCR approved the transfer to 1371/9C, which the family accepted. Ms. Fields said how was the transfer approved if according to Mr. Wright they rejected the apartment.

Mr. Bender stated Ms. C. Curwen needs to go to the office to put in writing that she refused the apartment. Ms. Joseph would send letters to other people on the waiting list.

Vacancy List- 1371/7G This apartment has surrendered the apartment back to the cooperation and will be sold. The monies left after renovation will be put in place for and administration of the estate.

Security- 1381/16H this shareholder keys fell down the elevator shaft and champion were called to retrieve them. Ms. Powell asked who was responsible for paying champion coming out to retrieve the keys. Unfortunately, we are, this an elderly shareholder; also, maintenance should have been called before

champion. Ms. Joseph asked for the protocol when something like this happens. Mr. Bender stated usually maintenance is called and can retrieve the keys or article that falls. Telephone- Ms. Fields spoke concerning the issue that security did not have a working phone that shareholders could contact them in case of emergency. They have since been given new phone numbers which were sent by way of flyers to all shareholders. Also, a day when there was only one officer on duty during the day and had to cover both buildings. Ms. Joseph said she spoke with the rep. from the company and was told they are having staffing issues. Ms. Fields believes that because of how much money is owed by the company that they are very lackadaisical about how they are working for Gorman. Mr. Budija explained what bills are paid that are priority and how security is paid. Unfortunately, we owed them a large sum of money, but he is trying to pay them money to bring the sum down. Mr. Budija explains how the cash flow works. Mr. Wright explained further how the value of money is constantly changing.

Hiring – Mr. Marino Lopez will be transferring to another position here in Gorman; therefore, we are hiring another porter to take that position.

Ms. Johnson asked what happened to Mr. Tucker if he responded. Ms. Joseph said he never responded, Mr. Wright said circumstances changed for Mr. Tucker.

Ms. Joseph said there are two candidates that were supplied by Mr. Marque.

Ms. Johnson suggested Ms. Joseph touch base with the union(32BJ) to find out if there are any candidates they can send for interviews. Ms. Powell suggested we interview the candidates that were sent by Mr. Marque one of them might fit and after 90 days would be able to join the union. Mr. Wright said to call the union and ask for advice on how to proceed; she will call the shop steward tomorrow.

Ms. Powell stated that Mr. Marque should not be kept out of the interviews because he ultimately will be the manager of the maintenance staff with the site manager overall.

Mr. Wright stated that Ms. Phillip(previous manager) would make the hiring and firing decisions.

Flood - 1381/7A this shareholder is waiting to find out if she would be paid the h \$500.00 deductible her insurance company billed her because of a flood in her apartment. Mr. Bender said the information was sent to our insurance company . Ms. Joseph will call the company tomorrow for any updates.

Legal - Ms. Powell stated there is a protocol in place that after 3mths of arrears the shareholder case is sent to L & T court.

Mr. Campbell said when COVID hit there were agencies that were paying rent for people once they go to an agency for help, we just would have to wait and see if they would pay the money.