

**Patrick E. Gorman, Board of Directors Monthly Meeting
Monday November 13, 2023**

Board Members: Mr. Wright, Mr. Campbell, Ms. Powell, Ms. Fields, Ms. Padmore, Ms. Johnson, Mr. Bender

**Staff: Ms. Gaines(Site Manager), Mr. Marque(Superintendent),
Mr. Moss(Accountant), Mr. Budija (Metro Management), Mr. Wagner(Attorney)**

**Agenda- Motion to accept the agenda by Mr. Campbell 2nd Ms. Powell
All ayes Motion Carried**

**Minutes: Motion to accept the previous meeting minutes with necessary
corrections by Mr. Campbell 2nd Ms. Powell All ayes Motion Carried**

CCTV- Mr. Russo came on site Monday to do a walk through with Ms. Gaines to look over the proposed area for the cameras. Lawless & Mangione will be completing the drawings of the areas where the cameras will be placed and submitted to the board. The stairwells, Lobbies, Laundry Room ,Garage, Playground and All Exits will be included in the drawings.

Mr. Campbell asked if the only hold up is the drawings for the project.

Ms. Padmore asked Mr. Russo how long before the project is started?

Mr. Russo stated they will begin placing the cameras after the drawings are approved . After a review of them the project will begin immediately after perhaps a couple of weeks or less.

Mr. Bender asked about placing the cameras in the stairwell, where will they be placed? Mr. Russo stated the cameras will be placed at each landing in the stairwell . The size will be whichever will work for Gorman; they will remove the old cameras but keep the wiring which is in good condition. By using the old wires will save Gorman money.

Ms. Powell asked if there would be cameras placed in each hallway. Mr. Russo stated it was a great question, but most residents do not want cameras placed in the hallway. Mr. Bender stated we can discuss this later in the meeting.

Ms. Padmore asked how long the tapes will last. Mr. Russo stated they can last up to 90 days unless there is no activity.

Mr. Bender questions if the cameras would be motion cameras? Mr. Russo stated if there is activity the cameras will pick up motion.

Mr. Russo was excused.

Rent Increase: Mr. Moss explained the reason for the increase and how much we are facing. The increase is either 11.81 per room (2024-2025) or 17.17 per room (2024) Mr. Moss further explained that all vendors' prices were going up as well as interest rates. Ex. Insurance, gas, water

Ms. Fields stated if we do 17.17 we may need another increase the following year; it may not be enough to help the deficit. Ms. Padmore asked if we would be cutting down on the security we have once the cameras are in place? Mr. Todd stated that might help.

At this point Mr. Moss and Mr. Schulman were excused.

Superintendent Report-

Boiler- Ms. Padmore asked Mr. Marque to explain concerning the boiler reset on the report. Mr. Marque stated one boiler was not working because the company was waiting for a payment before coming to check the boiler.

Roof Fans- Mr. Campbell asked if the fans that are out was on the K&G line in 1381? Mr. Marque stated they were, but he was going to recheck if they are still not working. Ms. Padmore asked if the fans were the new ones? Mr. Marque stated we are getting new fans, but the company recommended that we wait until the new roof is in place before having them installed.

Ms. Padmore asked if he could check the F line fans also there seems to be a problem. Mr. Marque stated he would check the line.

Arrears- Ms. Padmore questioned if the superintendent had paid the arrears on his apartment? After a discussion Ms. Gaines stated she had a meeting with Mr. Marque concerning his arrears at which time Mr. Marque stated he would have his arrears taken care of within two weeks.

Motion to accept the superintendents report by Mr. Campbell 2nd Ms. Powell all ayes Motion Carried

Management Report-

Handyman- Mr. Christopher Quinones had a meeting with Ms. Gaines and his union rep. Mr. Quinones will return to work but understand he will be terminated if he has another infraction.

Vendor Payments- Mr. Bender asked Ms. Gaines concerning the payment checks for the vendors that we owe. Ms. Gaines stated they are at the state. HCR is waiting for the rent increase application before approving them.

Apartment Renovations-

Ms. Padmore questioned the company name Upgrade Associated, who were they? Ms. Gaines stated they are a renovation company that are restoring apartments as needed. Ms. Padmore stated that Mr. Marque isn't supposed to do any restoration of apartments here at Gorman.

Mr. Wright questioned if Mr. Marque received the letter from our attorney concerning that he can't use his company to do any work at Gorman?

Ms. Gaines said not yet, but she will make sure the letter is given to Mr. Marque as soon as possible.

**Motion to accept the management report by Mr. Campbell 2nd Ms. Powell
All ayes Motion Carried**

Metro Report- Mr. Budjia stated he is waiting for HCR to release the checks so our bills can be paid. We will receive an email as soon as the checks are released, and the bills are paid. Once they receive the rent increase application there should be no other issues.

Cameras- Mr. Bender questioned if we needed to discuss or vote on whether to have cameras installed in the hallways? Mr. Wright stated we had discussed and voted on not having the cameras installed in the hallways so there was no need for another vote on this subject. Ms. Fields agreed with Mr. Wright's statement, no vote needed we already had a vote which was no cameras placed in the hallways.

**Motion Ms. Padmore motion that we continue with the vote of no cameras to be placed in the hallways. 2nd Mr. Wright 3 yes – 4 no
Motion Carried No hallway cameras.**

Management Company Contract –

**Motion to extend the management company contract by Mr. Campbell
2nd by Ms. Powell 1 Abstention All ayes Motion Carried**

Mr. Wright requested a caveat is placed with this motion concerning that we look for another management company during this extension.

Maintenance Increase-

Motion to have an increase of 11.81 per room increase for 2024-2025 by Ms. Padmore 2nd Ms. Fields All ayes Motion Carried

Mr. Wright explained concerning the increase how it would affect the cooperation and why the lesser amount of increase (11.81 2024-25) is the better option as to not over burden the shareholders with a large amount at this time.

Committees-

Event Committee-

Halloween Childrens Party- The party was well attended with the children as well as parents enjoying themselves.

Ms. Johnson requested \$500.00 to help defray the cost of the Childrens Christmas Party (Saturday December 16, 2023). Ms. Johnson stated the monies would be returned to Gorman if there are donations given to the committee.

Motion to give Ms. Johnson (Committee Chairperson) \$500.00 for Gorman Children Christmas party by Ms. Fields 2nd Mr. Campbell All ayes Motion Carried

Maintenance Luncheon- The luncheon date will be announced.

Motion to allot \$400.00 for the staff luncheon by Mr. Campbell 2nd Ms. Fields All ayes Motion Carried

Floor Captains:

Ms. Johnson stated there will be a flyer sent to all shareholders asking for a floor captain on each floor.

Terrace Enclosures- Ms. Johnson asked once the enclosures are removed can there be a letter generated concerning the law that they are illegal, and people can be fined for having them installed?

Mr. Wright suggested that Xinos and Merritt be asked concerning the enclosures, for their recommendation although if the firemen need to gain entrance into an apartment they would get in by any measure.

Ms. Powell stated the enclosures are not safe especially if something were to happen and they can't get to the apartment in a timely manner(ex. Fire)

Motion to adjourn by Mr. Campbell 2nd Mr. Wright All ayes Motion Carried

Submitted by,

Christina Johnson, Board Secretary