

**Americana Centre Condominium  
Minutes of the Board of Directors Meeting  
Thursday, January 25, 2018  
(All Board Meetings Are Recorded for Minute Taking Only)**

**In Attendance: Board of Directors**

Janet Wilson, Board President  
Shashi Koduru, Treasurer  
Sam Brewster, Vice President

Debbie Jackson, Secretary  
John Becker, Director  
Connie Pawloski, Director

**Absent**

Tyler Bennett, Director

**In Attendance: Property Management**

Frances-Marie Puente, General Manager

Reena Vohra, Office Administrator

**Residents in Attendance: 13**

**Call Board Meeting to Order:**

A meeting of the Americana Centre Board of Directors was held at the Associations DMR on Thursday, January 25th. As the presence of the quorum is verified, President Janet Wilson called the meeting to order at **7:04 pm**.

**Agenda Approval/Changes:**

Motion was **moved** by Shashi Koduru to accept the agenda as presented; **seconded** by Debbie Jackson. With no further discussions, the motion was unanimously approved by the Board of Directors **6 – 0**

**Approval of Meeting Minutes (November 20, 2017):**

Motion was **moved** by Shashi Koduru to accept the November 20, 2017 minutes as presented, **seconded** by Debbie Jackson. Unanimous **6 – 0**

**Open Forum**

**Amina Schembri 4-305**, raised her concerns for noise coming from above her unit.

**Scott Farell 4-1108, and Saeed Roshan 118-702**, voiced their concerns over increasing condo fees and decreasing property values.

**President's Report:** Ms. Janet Wilson introduced and welcomed the new General Manager, Frances-Marie Puente.

**Treasurer's Report : No Report**

**Financial Committee Report by Deb Stern:** FMC gave its recommendations to the Board on Special Assessments, and a report on Financial Analysis and Reserve Study. The committee will not be meeting in the month of February and will hold its next meeting on Wednesday, March 7, 2018 at 7 pm and will be meeting with the auditor in April.

**Pro-Park Update by Janet Wilson:** The community was notified that an appreciation night will be held on Tuesday, February 6<sup>th</sup> to appreciate the efforts of all volunteers for 50 Monroe Place.

**Building, Grounds & Sustainability Committee by John Becker:** Next meeting to be held on Tuesday, February 6<sup>th</sup> along with the Volunteer Appreciation Night at 7 pm in the DMR.

**Communications Committee Report by Debbie Jackson:** Meeting date TBD

**Americana Centre Condominium  
Minutes of the Board of Directors Meeting  
Thursday, January 25, 2018  
(All Board Meetings Are Recorded for Minute Taking Only)**

**Management Report by Frances-Marie Puente**

Frances updated the Board on various administrative and maintenance projects. Frances further updated the Board on the completed and upcoming special projects.

**Old Business:**

A presentation was given by Cindy from SK&A to review the 2017 Façade and Balcony project, lessons learnt for the next phase and also presented with the budget proposal for the next phase.

John Becker requested to know how much it would cost to have the chemical analysis done or the breathability report.

**New Business:**

a) **Vote – Terrace Wall Repairs**

Motion **moved** by John Becker **seconded** by Shashi Koduru.

**Discussion: Cost for SK&A to oversee the project will be \$17000.**

**Motion Tabled**

Unanimous **6 – 0**

b) **Cooling Tower Pedestals Repairs** – Cindy from SK&A notified that to oversee the 4 week long Cooling Tower project, cost would be **\$2000 per week.**

**Discussion: The Board asked to email the proposal, will do electronic vote and ratify in the February Board meeting.**

c) **Vote – Garage Exit Door Operators in Bldg. 118 & Bldg. 4**

Motion was **moved** by Sam Brewster in favor of **Academy Door for \$7,788.00, to replace the Garage Exit door operators in Bldg. 118 and Bldg. 4, seconded** by John Becker.

**Discussion: The Board asked for more vendors to bid.**

**Motion approved Unanimous 6 – 0**

d) **Vote – Renewal of HVAC Preventive Maintenance contract with Capital Boiler**

Motion was **moved** by Sam Brewster in favor of **Capital Boiler for \$12,234.24** (payable in 12 monthly installments) for renewal of HVAC , **seconded** by John Becker.

**Discussion: Contract to be bid out after 2 years in 2020**

Unanimous **6 – 0**

e) **Vote – Appointment of Election Committee Chair**

Connie Mar Pawloski **moved** the motion to approve **Lorene Sarne as Election Committee Chair for the 2018 Annual Meeting** to be held on **Wednesday, April 11, 2018, seconded** by John Becker.

Unanimous **6 - 0**

**Adjournment:** With no additional business brought forward, John **moved** the motion to adjourn the January 25th meeting at 9:38 pm; **seconded** by Sam Brewster. Unanimous **6 – 0.**