

**Americana Centre Condominium  
Minutes of the Board of Directors Meeting  
Thursday, March 22, 2018  
(All Board Meetings Are Recorded for Minute Taking Only)**

**In Attendance: Board of Directors**

Janet Wilson, Board President  
Shashi Koduru, Treasurer  
Tyler Bennett, Director

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

**Absent**

Sam Brewster, Vice President

**In Attendance: Property Management**

Doug Anstine, Community Manager  
Frances-Marie Puente, General Manager

Reena Vohra, Office Administrator

**Residents in Attendance: 9**

**Call Board Meeting to Order:**

A meeting of the Americana Centre Board of Directors was held at the Associations DMR on Thursday, March 22nd. As the presence of the quorum is verified, President Janet Wilson called the meeting to order at **7:04 pm**.

**Agenda Approval/Changes:**

**Amendments: Add review of Historic Tax Credit to the Agenda.**

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

**Approval of Meeting Minutes (February 22, 2018):**

**Amendments: Add to the minutes under selection of brick color, that no black or dark color brick to be used.**

Motion was **moved** by Debbie Jackson to accept the February 22, 2018 minutes as amended, **seconded** by Shashi Koduru. Unanimous **6 – 0**

**Open Forum**

**Linda Johnson 4-201**, raised her concerns regarding security in Bldg. 4 and maintenance requests about laundry machines on the 2<sup>nd</sup> and 3<sup>rd</sup> floor.

**Deb Stearn 4-608**, asked to notify the residents about number of candidtes and positions for the Board of Directors upcoming elections on April 11<sup>th</sup> at the Annual meeting.

**John Becker 148-201**, asked if there will be fire alarm testing in the garden units. Frances confirmed that will be done on Moday.

**Janet Wilson 118-510**, asked if alarms in tier 10 utility closets were tested, to which Frances confirmed that the alarms were tested.

**President's Report:** Ms. Janet Wilson reminded the community of the upcoming Annual Meeting on Wednesday, April 11<sup>th</sup>. Janet further requested owners to volunteer for BGSC and Social committee.

**Elections Committee:** Election committee chair, Lorene Sarne noted that the committee needs volunteers to run the elections smoothly and efficiently. Joan Becker, John Monahan and Rebecca DeFrees came forward to volunteer for the Election committee.

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**Treasurer's Report by Doug Anstine:**

**February 2018** – Operating Cash balance is \$90,225 which is a decrease of \$142,826 from last month, Available Reserve Funds \$1,519,523, Popular Loan balance \$1,666,874, Actual Income for the month is \$360,469, YTD is \$614,920, Actual Expenses for the month is \$477,710, YTD is \$793,113. Cash flow for the month is a deficit of \$117,240 and YTD is a deficit of \$178,194.

**Financial Committee Report by Deb Stern:** FMC will hold its next meeting on Wednesday, April 4, 2018 at 7 pm.

**Building, Grounds & Sustainability Committee by John Becker:** Next meeting to be held on Tuesday, April 17<sup>th</sup> at 7 pm in the DMR.

**Management Report by Frances-Marie Puente**

Frances updated the Board on various administrative (Financials, Resident violations, Storage rooms, Delinquencies, Annual elections, Americana units lease renewal) and maintenance projects (Fire Alarm & sprinkler inspections, Painting of the trash rooms). Frances further updated the Board on the completed and upcoming special projects (Garage door operators, Roof Fascia repairs, Verizon, Balcony & Façade, Pool, Generator Inspections, Breezeway ceiling paint and Annual Inspection). There was also discussion on Feasibility study and requirement to renovate and renew lease for Americana units (4-207, 4-307).

**Discussion:**

Frances asked the Board if all were interested in getting the Insurance appraisal done. It was decided to wait for the third bid and then decide on the Insurance appraisal.

**Old Business:**

a) **Vote – Ratify EV Air Tight Final Payment (Application# 8)**

Motion **moved** by Tyler Bennett to approve final payment of **\$41,455.00 to EV Air Tight** for Bldg. 118 tier 4 & 5 Balcony & Façade, **seconded** by Shashi Koduru.  
**Motion Approved Unanimous 6 – 0**

**New Business:**

a) **Vote – Global Telecom Services for upgrading phone lines.**

Motion **moved** by John Becker to approve **GTB for \$644.02**, **seconded** by Connie Pawloski

**Discussion:**

Require more vendors to bid for phone upgradation

**Motion Tabled**

**Adjournment:** With no additional business brought forward, John Becker **moved** the motion to adjourn the March 22nd meeting at 8:50 pm; **seconded** by Connie Pawloski.  
All Unanimous **6 – 0**.