

Minutes	98 Union Board of Directors Status Meeting 23 January, 2018, 6:00 PM following the South Arcade Board Meeting
Purpose:	Discuss status and priorities of ongoing building projects and management issues
Members:	John Gleason - President Paula Raso – Vice President Marty McClintock – Treasurer Carole Jo Williams - Secretary Norm Rice – at large Clair Enlow – at large Natalie Swistak – at large Katie Dutcher – at large Raelene Jeffery – at large
Management	Sandra Wilcox – Property Manager, Ewing Clark Kelly Tallariti - 98 Union Building Manager
Absent:	Natalie Swistak
Homeowner Attendance:	Jane Cardell

ID	Agenda Item	Notes/Resulting Action	Responsible	Due by
1.	Homeowner's Concerns	A question arose about retiling floors 6 and 10 (2017 budget) and an update on installation and/or speeding up the upgrades. Four floors will remain in the 2019 lottery. This was discussed during the Design Committee agenda item. The tile has arrived and the installer is scheduled for mid-February for floors 6 and 10.		
2.	Call to Order	The meeting was called to order with a quorum.		
3.	Review of Minutes	The minutes of the 98 Union Board meeting, November 28, 2017 were approved as written. They are ready for posting to the website.		

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4.	Finance Report	<p>The end of year financials were not finished. They will be ready for the February meeting. There was an unexpected expense of \$5,500 due to the intercom/camera at the entrance needing replacement. It was approved to use Capital Reserves for this expense.</p> <p>\$250,000 was set up in a MM account. 2017 Taxes on the sale of unit 208 were budgeted at an estimate of \$90,000.</p>	Marty	
5.	South Arcade Report	<p>The new garage door installation will take place within a few weeks. \$23,625 will come from shared reserves.</p> <p>EIFIS repairs throughout the building exterior will begin February 5, 2018.</p> <p>There is a letter of intent from a tenant in the corner (1st&Union) and could possibly be announced at the February meeting. 1st&Union, LLC (Unico) will be building out the old Vespolina space for office space in anticipation of a tenant.</p> <p>It was approved that Comcast will run cable into the building for their tenant use. 1st&Union, LLC will report back on including 98 Union residents with this cable run – the WAVE contract expires in 2019.</p>		
6.	Property Manager's Report	<p>A consensus was made to hold the 2018 Annual Meeting on March 20, 2018 and the South Arcade Annual Meeting on March 21, 2018.</p> <p>A review is being made on the systems being reimbursed by the Pike Brew Pub. Billing needs to be made "pre-bill" rather than running behind.</p> <p>Three positions on the Board need to be filled in March, 2018. Norm Rice, CJ Williams, Natalie Swistak (took over for an owner that moved). Current members were asked to continue.</p>	Sandra	
7.	Building Manager's Report	<p>Kelly is preparing for the new high rise Fire Marshall inspection with documents, fire code requirements for the 2018 inspection. It includes Resident Emergency Guidelines, Emergency Building Card posted in the Fire Control Room.</p> <p>An annual elevator/stairwell pressurization test for all three entities (South Arcade) is scheduled for 2018.</p>	Kelly	

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8.	Continuing Business	The Union Street Gondola project (now quiet) was discussed. The project is still alive and it was recommended that the original letter (2014) sent to the Mayor, City Council, et al be revised and sent to the new members with our concern and opposition to this project. John will resurrect the original copy.	John	
9.	Design Committee Report	Tiling on floors 6 and 10 is scheduled for mid-February and will take about 3 weeks. The tile is on site. The Art Niche plans in the main lobby have been submitted to 1st&Union, LLC. This could be built when other units are being remodeled or built out at 1 st &Union, LLC expense.		
10.	Unfinished Business	Clair Enlow was asked to Draft a Mission statement from the old draft (2012). This will be handed out to all residents at the Annual Meeting. Clair asked for input from Board members on her draft.	Clair	
11.	New Business	Non-Board members who head up building committees: Social – Jan McClintock Emergency Preparedness – Deb Harris Community - ?? At the Annual Meeting, we will ask if non-Board members would participate in community meetings to report back to the Board, e.g., West Edge meeting, 1 st Monday, 6 pm, (Friends of the Waterfront), Downtown Condo representatives, 1 st Saturday, 9:30 am, (Newmark Condo) and DSA events. Information about websites for Waterfront enhancement, LID information, Center City Trolley will be available for owners to sign up.	Carole	
12.	Next Meeting	Typically the fourth Tuesday of the month: February 27, 2018, 6:00 PM Annual Meeting March 20, 2018, 6:00 PM		
13.	Submitted by:	Carole Jo Williams, Secretary		