**Highview Condominium II, Inc.**
**Board of Directors – Meeting Minutes**
**August 27, 2019 – 7:30 p.m.**

The ninth regular meeting of the 2018-2019 Highview Condominium II Board of Directors was called to order at approximately 7:30 p.m. by Sindhu Mathew, President. Board members in attendance: Joseph Cann, Marjorie Cannon, Joan Desantis, David Cutler, and Kathleen DeVaynes. Sindhu Mathew arrived late. Board members attending by conferencing call system: Robert Boynton. Board members absent: Bernard Davis and Madalina Rauscher. Jaime Maynor attended from Carriage House Management.

1) Building super's Report:
   Luis Perez discussed upcoming projects: curb painting, winterizing sprinkler system, and Fall '19 unit inspections to begin in October.

2) Financial Report:
   a) Account balances: Reviewed. $143,976 in the Citibank account and $8,549 in the Empire account.
   b) FY2018 Audit: Auditor anticipates completion by Friday.

3) Building Repair & Maintenance:
   a) Local Law 11 Facade Repairs: NYC inspection completed. Waiting for inspection approval which is required before the scaffolding can be taken down.
   b) Fall 2019 unit inspections: Luis will begin Fall '19 unit inspections in October and will replace all batteries on smoke detectors and carbon monoxide detectors.
   c) Water damage repairs: Discussion of water damage in C-line on floors 4/5/6.
   d) Projects on hold:
      i) Spring Carpet cleaning: On hold until Local Law 11 repairs completed.
      ii) Awning replacement: On hold until Local Law 11 repairs completed.
      iii) Electrical back-up - generator system: Salamon Engineering has completing design work. Bid received from one contractor. Board asked for additional bids.
      iv) Elevator Cab Renovation: Discussed. Need bids for refinishing of brass. Strip/lacquer. New fire-proof carpeting received and now need to order spare for regular swap for cleaning.
      v) North sidewalk: On hold until fall.
      vi) Garage floor epoxy painting/sealing: No update.
      vii) Security upgrades/repairs: Phase III on hold pending completion of other Capital projects.

4) Legal Report:
   a) Unit liens: Discussed.
   b) Unit Arrears: Discussed.
   c) Lease compliance: No update.
   d) Unit foreclosures: Unit 6-C in foreclosure. Unit 2-B foreclosure was requested by the board at the same time. No update.
   e) Insurance compliance (leased units/tenant coverage): No update.
   f) Insurance compliance (owner coverage): No update.
   g) Emergency contacts: Copy of all forms was to be transmitted to Secretary and Building Super. No update.

5) New business: Discussed transfer of archived security video incidents to Google. Jaime Maynor will investigate.

The meeting was adjourned at approximately 9:00 p.m. Minutes submitted by Robert Boynton, Secretary.