

**VIRGINIA MANSIONS CONDOMINIUM ASSOCIATION  
2017 ANNUAL MEETING MINUTES  
MARCH 13, 2017**

**CALL TO ORDER**

The 2017 Virginia Mansions Condominium Association Annual Meeting was called to order at 7:00 P.M. by Community Manager Lou Bucci from Elite Management Services Group, Inc.

**ROLL CALL OF THE BOARD AND MANAGEMENT STAFF**

**Present:**

President Ginny Stockhausen  
Vice President Joanne O'Neill  
Treasurer Rosemary O'Halek  
Secretary Kathleen Regan  
Director Frances Colosimo  
Director Erin Regan  
Director Virgil Palumbo

**Management:**

Community Manager Lou Bucci  
John Barnes, Elite Management  
Josh Krupp, Elite Management  
Ruth Alvarez, Elite Management  
Recording Secretary Ellen Davis

**MOMENT OF SILENCE FOR DECEASED MEMBERS**

Lou Bucci asked those in attendance to bow their heads for a moment of silence in honor of all deceased members from the Association.

**PROOF OF NOTICE OF ANNUAL MEETING**

Lou Bucci stated that the Annual Meeting Notices were mailed to all Unit Owners of record on February 14, 2017 in accordance with the Virginia Mansions Condominium Association governing documents. Proof of notice is represented by those in attendance and the proxies received.

**CERTIFICATION OF PROXIES**

Lou Bucci stated that the association received and certified 64 proxies. Combining the proxies and those in attendance the total membership represented fulfilled the quorum requirement of 50.1.

**APPROVAL OF FEBRUARY 25, 2016 ANNUAL MEETING MINUTES**

Lou Bucci stated that the minutes of the February 25, 2016 Annual Meeting were distributed to the attending Unit Owners. A motion was made, seconded and passed unanimously to dispense with the reading of these minutes. A motion was made, seconded and passed unanimously and approve the February 25, 2016 Annual Meeting Minutes as presented. All members voted in favor. Motion carried.

### **ELECTION OF THREE BOARD MEMBERS**

Lou Bucci stated that three seats serving for three years were to be filled at this meeting. The Association received three Nomination Applications from Joanne O'Neill, Vigil Palumbo, and Erin Regan. The floor opened to nominees and there were none. A motion was made and seconded to close nominations. All members voted in favor. Motion was unanimous. A vote by acclamation for the three existing board members was stated and recorded.

### **APPOINTMENT OF INSPECTORS OF ELECTION**

There were no inspectors of election.

### **CASTING OF BALLOTS**

Lou Bucci stated that each Unit Owner was presented with a ballot representing their percentage of votes as indicated in the Association's Declaration when they signed in. Each Unit Owner was advised to indicate no more than three nominees they wish to serve on Council on their ballot. Each Unit Owner was advised that any ballots with more than three nominees indicated would be disqualified. Each Unit Owner was advised that the nominees receiving the highest percentage of votes would be elected to serve the open three year seats.

### **YEAR END REVIEW – MAINTENANCE AND FINANCIAL**

Lou Bucci introduced the attending Elite staff and presented his and their qualifications. He presented the Financial Statements for the period ending December 31, 2016. Lou reviewed the accomplishments for the year generated by the Board and Elite, emphasizing that no loans were required to complete projects, and that the new sign was installed at no cost to the Association. He stated that the Board and Elite have projected expenses for the next five years.

### **OPEN FORUM**

Sheila Brody, 708E, reviewed some of the maintenance services such as painting, pool care and grass cutting which were previously performed by staff and asked if the goal of management is to outsource and eliminate staff. Ginny stated that is not true and responded that certified contractors now take care of the pool, the landscaping contractor work is more extensive, and the staff is doing more maintenance work within the building. Lou and the Elite staff have the opportunity to be more proactive with the accountable people providing services.

Tony Barack, 707E, stated that pool care is important. Lou responded that the staff and the contracts are a good source of information and the pool inspectors are excellent.

Bernie Flohr, 408E: Stated that she lives in the back of the building, can no longer clean the grounds she can see, asked if someone will be in to remove the branches left by Duquesne Light and clean up the gutter. Ginny responded that the gutter is cleaned once a year, vendors will be contacted.

Celeste Steffen, 305E: Stated that Foxcroft residents on the hill behind the building have left balls and other debris on the incline space on our property. Reply: Call the office.

Dolores Guarini, 604W: What is access into the building if fobs don't work? Ginny: battery backup is in place. Lou responded that the building will not be secure if the current key system is not resolved. The fobs system cannot be duplicated elsewhere. There is a unique number that can be turned off.

Celeste Steffen, 305E: "The fobs are wonderful."

Ginny stated that the vendor, Jeff Wenk, will work with Ellen on March 27 to control the program. Notice will be given for key termination.

Joan Keane, 205W: Mrs. Kean has requested that she be notified when nursery staff comes on site. Her landscaping has been damaged in the past. Ginny responded that the current landscaper is more respectful.

Carmina Stracci, 308W: Asked if the fobs already distributed are keepers and if one is lost, will another be provided. Response: yes to both questions.

Gail Laska, T10E: Mrs. Laska stated that her bedroom windows have moisture between panels. She also stated her terrace doors need to be caulked. Mrs. Brody stated that the building is responsible for the windows. The office will make arrangements.

Patty Neubauer, 309E: There were no carts in the lobby when she came home at 5:45.

Tony Barack, 707E: Asked who is responsible for repairing the laundry machines. Response: Call the office.

Sheila Brody, 708E: Asked how often are dryer vents cleaned. Response. Annually

Kathleen DiPasquale, 103E: Asked if all furnace filters are changed when done annually. Response: not in empty units. Reminder to staff to check empty units.

Lou thanked the attendees for the opportunity to be on site. Ginny thanked the Board for their hard work.

### **MOTION TO ADJOURN**

A motion was made and seconded to adjourn the meeting. All members voted in favor. Motion carried. Meeting was adjourned at 7:50 P.M.

Respectfully Submitted

Ellen Davis  
Recording Secretary