

MINUTES OF JANUARY 13,2020 BOARD OF DIRECTORS MEETING

MEETING CALLED TO ORDER BY PRESIDENT SALLY GLEICHER AT 10:00

ROLL CALL OF THE DIRECTORS

PRESIDENT - SALLT GLEICHER - present

VICE PRESIDENT - LOU MAZZA - present

SECRETARY - ANNE DUNN - present

TREASURER - GARY EPSTEIN - present by conference call

DIRECTOR - BILL LICATA - present

DIRECTOR - JOHN GAMMAGE - present

DIRECTOR - KEVIN O'HARA - present

Minutes of the November 11, 2019 Board Meeting were approved, seconded and passed by the Board.

PRESIDENT'S REPORT

WELCOME HOME. WE HOPE YOU FIND THE PLACE LOOKING GREAT. I PROMISE TODAY WILL BE A MUCH SHORTER MEETING THAN NOVEMBER, ALTHOUGH WE HAVE MUCH TO DISCUSS.

THE MAINTENANCE AND RESERVE PAYMENTS HAVE GONE OUT AND ARE DUE BY THE 25TH OF JANUARY. TODAY WE WILL FORMALLY APPROVE THIS SPECIFIC BUDGET. AS WE DISCUSSED AT THE LAST MEETING, OUR RESERVES WERE NOT AT 2020 LEVELS. WE HAVE BEGUN THE PROCESS OF BRINGING THEM UP TO DATE. WE WILL BE ASKING ALL SHAREHOLDERS TO VOTE AT THE MARCH MEETING TO ALLOW US TO KEEP THE SURPLUS FUNDS FROM THE NORTH WALL PROJECT TO BEGIN THE CONCRETE RESTORATION PROJECT. JENNIFER WILL GIVE US MORE INFORMATION ABOUT THAT TODAY.

WE WILL BE DISCUSSING THE TWO ITEMS MENTIONED RECENTLY IN THE BOARD'S LETTER TO THE SHAREHOLDERS. I DID NOT FOLLOW ROBERT'S RULES OF ORDER, I APOLOGIZE. WE WILL DISCUSS AND SOMEONE ELSE FROM THE BOARD WILL NEED TO MAKE A MOTION TO VOTE ON THE TWO ISSUES.

1 - TO CHANGE THE HOUSE RULES TO GIVE A SPECIFIC NUMBER OF TIMES A SHAREHOLDER CAN RENT HIS/HER PROPERTY WITHIN A YEAR. OUR BYLAWS STATE THAT A RENTAL MUST BE FOR AT LEAST 3 MONTHS AND NO LONGER THAN ONE YEAR. OUR BYLAWS

2 - TO CHANGE THE BYLAWS TO ALLOW FAMILY HEIRS OF SHAREHOLDERS TO BE ABLE TO RENT THEIR UNITS WITHOUT WAITING FOR TWO YEARS.

JIM KEEFE HAS BEEN TERRIFIC, WORKING ON OUR DOCUMENTS AND COMING UP WITH WORDING THAT WE CAN USE, PENDING REVIEW BY OUR OUTSIDE COUNSEL. THE NORTH WALL PROJECT STILL CONTINUES. THE COMPANY GAVE THEIR WORKERS A TWO WEEK BREAK. US STRUCTURES BEGAN WORK LAST WEEK AND HAVE BEEN MAKING PROGRESS. I HOPE THEY WILL COMPLETE THIS TASK BY THE END OF THE MONTH, AGAIN, WE ARE WITHIN BUDGET AND SHOULD HAVE SURPLUS FUNDS. WE HAVE SELECTED LSM TO TAKE OVER OUR FIRE ALARM CONTRACT. THEY OFFERED US A PLAN THAT WOULD SAVE US MONEY AND PROVIDE BETTER SERVICE. THEIR SERVICE USES CELLULAR PHONES. THEY ALSO PROVIDE BACK UP BATTERIES FOR

TIMES WHEN ELECTRICITY GOES OUT. NEEDLESS TO SAY, DURING HURRICANE SEASON, PLEASE FOLLOW THE ADVICE OF OUR TOWN OFFICIALS AND EVACUATE WHEN ASKED.

OUR CAMERAS AND MONITOR ARE WORKING. WE ARE WAITING TO FIND OUT HOW MUCH TIME IS STORED BEFORE THE TAPE REWINDS.

THE TALE OF THE WASHING MACHINES CONTINUES. THE COMPANY RAISED THEIR PRICES FOR THE WASHING MACHINES, SAYING WE DON'T USE THE MACHINES ENOUGH. WE SAID WE WANTED CARDS INSTEAD OF COINS. INITIALLY, THEY SAID OK AND TALKED ABOUT A NEW CONTRACT. WE HAVE NOT HEARD FROM THEM SINCE. SHANNON HAS KEPT CALLING AND THEY ARE PLAYING TELEPHONE TAG WITH HER. SHE SENT AN EMAIL ADDRESSING OUR DISPLEASURE WITH CC TO JIM KEEFE AND ME.

I AM LOOKING FOR SUGGESTIONS ON HOW TO PROCEED.

THE LEAK OUTSIDE THE LOBBY BATHROOM HAS BEEN DIAGNOSED AND WILL BE REPAIRED PROPERLY BY OUR PLUMBING COMPANY.

THEY WILL ALSO ADDRESS THE SMELL IN THE MEN'S BATHROOM ON THE LOBBY LEVEL.

WE ARE HAVING WALT'S WINDOWS FIX THE WINDOWS ON THE OUTSIDE DOORS OF EACH CATWALK. WE ARE DOING THIS TO ADDRESS PEOPLE'S ISSUES WITH KEEPING THE INDIVIDUAL FLOOR LOBBY'S AIRY AND KEEPING OUR DOORS CLOSED TO PROTECT THE ELEVATORS. PLEASE KEEP YOUR FLOOR DOORS CLOSED.

WE HAVE HAD THE CONTRACT WITH DR. DOOR REVIEWED AND SIGNED. THE PERMIT PROCESS HAS BEGUN.

THE BACKFLOW WAS LEAKING AND WE HAD THAT REPAIRED.

FP&L INFORMED US THAT THE FIFTH TERMINAL IN G-2 NEEDS TO BE REPLACED. WE HAVE SIGNED THAT CONTRACT TO HAVE THE WORK DONE. PERMITS WILL BE NEEDED.

THE APPLICATION FOR BOTH SUBLEASES AND THE SUBLEASES G-2 RENTERS HAS BEEN CHANGED. BOB WILL REVIEW THIS.

OUR HOUSE INSURANCE BILL WENT FROM \$66,585 TO \$77,219. WE ELECTED TO KEEP THE 2% DEDUCTIBLE FOR HURRICANE PROTECTION. I RECOMMEND THAT WE PURSUE OTHER AGENTS BEFORE NEXT WINTER. I WOULD LIKE SOMEONE FROM OUR COMMUNITY TO HELP.

THE RAILINGS ON THE SOUTH TOWER BETWEEN THE LOBBY FLOOR AND THE 2ND FLOOR NEED REPAIR. WE RECEIVED A QUOTE FROM A COMPANY FOR \$2500 TO DO THE JOB. THE BOARD WILL REVIEW THIS.

THE COMPANY WOULD DO ALL THE RAILINGS FOR \$24,650, BUT THIS IS NOT NEEDED YET. EACH FLOOR NEEDS SOME CARE AS THE PIECES HOLDING THE RAILINGS IN PLACE ARE RUSTING.

WE HAD SOME LIABILITIES IN THE GYM THAT WERE BROUGHT TO MY ATTENTION BY MY DAUGHTER. DALE HAS MOVED THE PIECES OF EQUIPMENT THAT WERE SEEMINGLY LEFT ANYWHERE ON THE FLOOR. IF YOU OR YOUR KIDS ARE USING THE GYM, PLEASE PUT THE EQUIPMENT AWAY FROM THE PATH TO THE BATHROOM AND OUT OF THE ROOM.

WE CONTINUE TO LOSE PLANTINGS ACROSS THE STREET. OUR LANDSCAPER HAS TAKEN A SOIL SAMPLE AND WILL LET US KNOW HOW TO PROCEED. WE ARE ALSO LOOKING AT PLANTING SHRUBS LIKE BOXWOODS NEAR THE ROAD ACROSS THE STREET TO PREVENT THE TRUCKS FROM USING OUR GRASS AS A LOADING AREA. THIS RUINS OUR GRASS AND COSTS US MONEY TO FIX.

OUR AGENDA IS FULL, OUR BOARD AND COMMITTEES WORK TIRELESSLY TO GET INFORMATION THAT WE CAN USE TO ADDRESS ISSUES WITHIN THE BUILDING.

THANK YOU FOR ALL YOUR SUPPORT.

PLEASE CONSIDER RUNNING FOR THE BOARD. FORMS ARE HERE NOW AND IN YOUR EMAIL.

TREASURERS REPORT

GARY REPORTED THAT AS OF TODAY WE HAVE APPROXIMATELY
\$55,000 IN OPERATING ACCOUNT
\$232,000 IN ASSESSMENT ACCOUNT
\$211,000 IN RESERVES ACCOUNT
\$25,000 WAS BORROWED FROM THE RESERVES ACCOUNT TO PAY AN INSURANCE
CHECK FOR CASH FLOW PURPOSES AND WILL BE REPLACED.
THE YEAR END REPORT INITIAL DRAFT, WHICH WAS JUST PRESENTED TO GARY LAST
WEEK, SHOWED A \$20,000 SURPLUS THIS PAST YEAR VS. WHAT WAS BUDGETED.
GARY WILL LOOK INTO THIS.

DISCUSSION REGARDING FUTURE LINE OF CREDIT OR MORTGAGE FOR FUNDING
FUTURE WORK IN HIGHLAND TOWERS TOOK PLACE BETWEEN SALLY AND GARY.

BUDGET FOR 2020 - 2021

PRESIDENT OF THE BOARD, SALLY, ASKED THE BOARD TO APPROVE THE BUDGET
FOR 2020-2021. GARY EPSTEIN QUESTIONED THAT ENOUGH MONEY WAS IN THE
BUDGET FOR INSURANCE. THE ANSWER WAS YES, \$76,000 PLUS \$2,000 FOR
WORKMEN'S COMP. THE BOARD WAS ASKED FOR ITS APPROVAL AND THE BUDGET
WAS PASSED.

HOUSE COMMITTEE REPORT

WELCOME BACK EVERYONE. IT IS SO GOOD TO SEE EVERYONE EAGER FOR A NEW
SEASON AT HIGHLAND TOWERS. HOPEFULLY EVERYONE HAD A WONDERFUL HOLIDAY
SEASON FILLED WITH GOOD MEMORIES. WHEN LEAVING THE DECK PLEASE RETURN
ALL FURNITURE TO ITS CORRECT PLACE, NO TOWELS ARE PERMITTED ON
THE FENCE SURROUNDING THE POOL OR ON YOUR BALCONY RAILINGS.
IF YOU HAVE CHILDREN OR GRANDCHILDREN VISITING, PLEASE TELL THEM NOT TO
BANG THE NOODLES IN THE WATER. THEY ARE NOT TOYS! THEY FALL APART AND
CAUSE PROBLEMS IN THE POOL.

BEACH CHAISES MUST BE STACKED WHEN FINISHED USING THEM.

NOW COMES THE ISSUE OF PARKING. IT IS THAT TIME OF THE YEAR WHEN MANY OF
OUR SHAREHOLDERS RETURN, MANY WITH TWO CARS, ALSO RENTERS.

WE HAVE 10 RENTERS AND EIGHT SHAREHOLDERS WITH TWO CARS. WE ONLY HAVE
38 SPACES AND 50 UNITS. IF YOU DO THE MATH YOU SEE THAT THIS CAN BECOME A
PROBLEM DURING BUSY TIMES.

I AM DOING THE BEST I CAN TO ACCOMMODATE EVERYONE. IT TAKES COOPERATION.
I NEED YOU TO TELL ME YOUR ARRIVAL DATE AND ALSO WHEN YOU ARE DEPARTING.
THESE DATES ARE EXTREMELY IMPORTANT SO I CAN ASSIGN SPACES TO
SHAREHOLDERS.

IF YOU ARE LEAVING THE PROPERTY FOR A WEEK OR MORE IT WOULD BE HELPFUL
IF YOU WOULD LET ME KNOW AND LEAVE YOUR KEYS IN THE OFFICE IN CASE WE
NEED TO MOVE YOUR CAR FOR SOME REASON. IF YOU PREFER NOT TO LEAVE YOUR
KEYS THEN PARK YOUR CAR IN THE WEST LOT.

JUST ANOTHER CONCERN ABOUT THE PARKING - IT HAS BEEN BROUGHT TO MY
ATTENTION THAT SHAREHOLDER CARS HAVE BEEN USING THE EXIT OF THE PARKING

LOT AS AN ENTRANCE SO THEY CAN ZIP INTO THEIR SPACE WITHOUT DRIVING AROUND THE LOT THE CORRECT WAY. THIS IS VERY DANGEROUS TO THE UNSUSPECTING PEDESTRIAN AND TO OTHER CARS. PLEASE OBEY THE RULES! AS FAR AS THE STORAGE AREA IS CONCERNED, IT HAS BEEN DIFFICULT TO ACCESS IT DURING THE CONSTRUCTION. WHEN THEY CLEAR THEIR SUPPLIES AWAY PLEASE CLEAN YOUR AREA AND MAKE SURE NOTHING IS LEFT ON THE FLOOR. PLEASE MAKE SURE YOUR LOBBY DOORS ARE CLOSED AT NIGHT. THE ELEMENTS CAN DAMAGE THE FURNITURE AND RAIN CAN CAUSE THE FLOORS TO BECOME SLIPPERY. PLEASE USE YOUR FOB WHEN ENTERING THE BUILDING FROM THE EAST SIDE AND ALSO THE DECK. IT KEEPS THE DOORS WORKING SMOOTHLY. ENJOY OUR BEAUTIFUL HIGHLAND TOWERS AND ALL ITS AMENITIES. ANY CONCERNS, PLEASE CONTACT ME ON MY CELLPHONE, 516-263-7470, OR CONTACT CAROL GAMMAGE. THANK YOU. ANNE DUNN, CHAIRPERSON HOUSE COMMITTEE

ADMISSIONS REPORT

704: BERGSTEN TO HARRIS
705: EPSTEIN TO LEVINE
305: GRIMES TO ARONIN
103: HERNANDEZ TO LAURIN
106: HIGGINS TO LOESCH
402: ANKNER TO CHAPPEY
701: McCARTHY TO AVON
307: DeGREGORIS TO HEIDINGSFELDER
107: LAPNOW TO CERRATO

BOB ALSO PRESENTED CHANGES IN THE PERSONAL DATA FORM FOR SUBLEASES. IT WILL NOW REQUIRE A PERSONAL CONTACT AND TELEPHONE NUMBER.

FOR SUBLEASES FAMILY OR FRIENDS RENTING G-2, AN EMERGENCY CONTACT NUMBER AND A COPY OF YOUR VALID DRIVERS LICENSE WILL BE REQUIRED.

ARCHITECTURAL REVIEW COMMITTEE

JENNIFER REPORTED NO ARCHITECTURAL REVIEW REQUESTS SUBMITTED SINCE THE LAST MEETING IN NOVEMBER.

NORTH WALL UPDATE:

THE CONSTRUCTION WORK IS NEARING COMPLETION. ALL CONCRETE WORK IS COMPLETE. THE DECORATIVE BLOCK HAS BEEN INSTALLED UP TO THE 5TH FLOOR AND HAS BEEN INSPECTED TO ENSURE CORRECT ANCHORS HAVE BEEN USED. THE REMAINDER OF THE NEW STAIR RAIL IS BEING INSTALLED. SOME OF THE RAILING HAD TO BE REFABRICATED DUE TO EXISTING CONDITIONS AND FIELD DIMENSIONING ISSUES. ONCE THE INSPECTION HAS BEEN COMPLETE ON THE RAILING, IT WILL BE SET IN GROUT. US STRUCTURES WILL THEN TOUCH UP PAINT, PERFORM FINAL CLEAN UP AND START DEMOBILIZING THE SITE.

BUILDING CONCRETE RESTORATION

DURING DECEMBER, PIET TESTING WAS ONSITE TO X-RAY 12 BALCONIES TO PROVIDE FURTHER INFORMATION AS TO THE EXTENT OF POTENTIAL CONCRETE REPAIRS WHICH WILL BE REQUIRED AND THE CONDITION OF THE CONCRETE SLAB BELOW THE SURFACE, ESPECIALLY WHERE THERE ARE HOLLOW SOUNDING AREAS. WE HAVE RECEIVED THE REPORT AND ARE AWAITING ADDITIONAL ANALYSIS FROM OUR ENGINEER, MILLER ENGINEERING. THE 12 BALCONIES X-RAYED WERE CHOSEN AS A REPRESENTATION OF THE VARIOUS CONDITIONS OF THE BALCONIES, ENCLOSED VS. OPEN, TILE VS. CONCRETE FLOOR, ETC. WHILE THE RESULTS OF THE X-RAY SCANS WERE FAIRLY CONSISTENT WITH THE INITIAL INVESTIGATIVE REPORT WE RECEIVED FROM MILLER IN SEPTEMBER, THERE WAS CONSIDERABLY MORE IRREGULARITIES INDICATED ALONG THE EDGE OF THE BALCONY SLABS, ESPECIALLY WHERE THERE ARE ENCLOSURES. THIS COULD BE A RESULT OF THE ANCHORS USED FOR THE ENCLOSURES RUSTING AND CAUSING SPALLING OR VOIDS IN THE CONCRETE. THE NEXT STEP IS TO HAVE THE BID PACKAGES PREPARED AND SENT OUT FOR CONTRACTOR PRICING.

LEGAL COMMITTEE REPORT

JIM KEEFE ASKED THAT WE DISCUSS PROPOSED BY-LAW CHANGES IN OLD BUSINESS.

G-2 REPORT

G-2 HAS HAD A COMPLETE MAKEOVER. THE UNIT HAS BEEN FRESHLY PAINTED AND WE HAVE INSTALLED BRAND NEW PLANTATION SHUTTERS. THE PLACE LOOKS FANTASTIC!

WE HAVE COLLECTED \$5400 TO DATE. WE STILL HAVE QUITE A FEW DATES AVAILABLE IF ANYONE IS INTERESTED IN BOOKING.

I WOULD LIKE TO REMIND EVERYONE THAT WHILE YOU RENT G-2 OUT, YOU MUST BE PRESENT IN THE BUILDING FOR THAT WEEK STAY OF YOUR GUEST.

ANY CONCERNS OR QUESTIONS DON'T HESITATE TO CALL ME AT ANYTIME.

THANK YOU AND HAVE A GOOD DAY,
PEARL LICATA

TELECOMMUNICATIONS REPORT

DEAN COSCIA, WHO IS OUR NEW CHAIRPERSON FOR THE TELECOMMUNICATIONS COMMITTEE, INTRODUCED HIMSELF AND IS EAGER TO UPGRADE OUR SLOW WIFI, TV PROBLEMS, ETC.

HIS COMMITTEE MEMBERS ARE SALLY GLEICHER, LOU MAZZA AND MIKE CAMPBELL.

OLD BUSINESS

CHANGE IN HOUSE RULES

A MOTION WAS MADE BY BOARD MEMBER, KEVIN O'HARA, TO ALLOW ONLY ONE RENTAL PER UNIT, FOR A MINIMUM OF THREE MONTHS AND NO LONGER THAN ONE YEAR. PER CALENDAR YEAR.

THE VOTE WAS 5 TO 2 IN FAVOR OF THE MOTION. THE MOTION WAS PASSED.

CHANGE IN BY-LAWS

JIM KEEFE DISCUSSED CHANGING THE RULES REGARDING CHILDREN WHO INHERIT THEIR PARENT'S UNIT WHO PRESENTLY HAVE TO WAIT TWO YEARS TO RENT THE UNIT. THIS REQUIRES MUCH DISCUSSION AND A VOTE BY THE MAJORITY OF THE SHAREHOLDERS.

A LETTER WILL GO OUT TO THE SHAREHOLDERS AND WE WILL DISCUSS THIS FURTHER AT THE MARCH MEETING.

NEW BUSINESS

NO NEW BUSINESS.

THE MEETING WAS ADJOURNED AT 11:05 BY PRESIDENT, SALLY GLEICHER

RESPECTFULLY SUBMITTED,

ANNE DUNN