

Virtual Properties

Affiliated Building Corporation for Cyber Village Academy

2024-2025

Board of Directors:

Board Chair: Jeffrey Bartlett

Treasurer: Phyllis Kapetankis

Secretary: Beth Samy

Board Agenda & Minutes April 2025

Board Members: Phyllis Kapetankis, Beth Samy, Jeffrey Bartlett

Guests: Joe Aliperto, Nicole Rasmussen

Location: Virtual Meeting - Google Meet

Call to order at 2:30pm

1. Approval of Agenda
2. General Discussion
 - a. Financial Audit
 - i. All Clear
 - b. CVA Finances & Enrollment
 - i. Finances good shape, strong fund balance
 - ii. Enrollment is down, working on marketing efforts, new website
 - c. Air Ventilation Grant
 - i. \$100,000 of which we would be responsible for \$50,000
 - ii. Selected Yale to complete the work
 - iii. We have not heard about our application at this time

- d. Deferred Maintenance Fund
 - i. Total larger than anticipated
 - 1. \$332,083 Deferred maintenance Fund
 - 2. \$81,278 Repairs and replacement
 - ii. Building priorities
 - 1. HVAC Efficiency
 - a. Steam Traps
 - b. Boiler running a lot more than average
 - 2. Air Conditioning
 - a. Getting bids
 - 3. Temperature Control Options
 - 4. Order of doing projects based on savings with upgrades
 - 5. Other Items
 - a. Fence
 - b. Outdoor Space
 - i. Basketball Hoop
 - ii. Lower Lot Repair
 - c. Maintenance Plan
 - i. 5 year Maintenance Plan
 - 1. Map out our building needs
 - 2. Align to budget
 - a. Capital vs. Maintenance
 - e. Yale Invoices - HVAC
 - i. Splitting our CVA vs. Virtual Properties
 - f. Insurance
 - i. Roof Maintenance
 - ii. Roof Repair:
 - 1. \$25,000 in repairs if lasting 5 years motion Beth, 2nd Phyllis
 - 2. Unanimous
 - iii. Bids for cost in progress
 - g. Bond Holder Discussion
3. Adjournment @ 3:34pm Motion Beth, 2nd Phyllis Unanimous

Board Agenda & Minutes October 2024

Board Members: Phyllis Kapetankis, Beth Samy Jeffrey Bartlett(Absent)

Location: Virtual Meeting - Google Meet

Call to order at 10:05am

1. Approval of Agenda
2. General Discussion
 - a.
 - b. Air Ventilation Grant
 - i. \$100,000 awarded in step 1
 - ii. Step 2 submission due in February
 - c. Parking Lot
 - i. Work Completed Summer 2024
 - d. Driveway work
 - i. Driveway work completed Summer 2024
 - e. HVAC Concerns - Yale Contractor
 - i. Efficiency
 - ii. Cost to maintain
 - iii. Antiquated system and increased repair costs
3. Adjournment
 - a. Motion to adjourn

Adjourned at 10:35am.