



Continuing Education Keeps Managers Current

Given the constantly changing Local Laws and regulations in New York City, and the stream of new technology hitting the market, property managers must keep abreast of trends in their field. We understand exactly what our clients need to remain in compliance and up to date. And we make sure that all of our property managers and their support staff stay current on these issues by holding bi-monthly In-House Training Seminars. It is this kind of attention to detail that separates the people at DEPM from other managers—they are constantly being educated right in our office so that they can remain at the top of their game, and protect the properties they manage. At prior seminars, we have brought in experts to discuss the oil-to-gas and “dirty” fuel to “clean” fuel conversion process, best practices for cost-effective façade maintenance, updates on our new



DEPM President Jim O'Connor MC's our Managers Seminar Series, on-going in-house education for our managers

accounting and streamlined bill-approval systems, and how we can help our clients save hundreds of thousands of dollars in fuel costs.

During our in-house seminars, managers are given the opportunity to question engineers, architects, expeditors, accountants and other professionals

brought in to teach, helping them understand the many requirements and options that affect their specific properties. In turn, they can pass along this hands-on knowledge to help boards make informed decisions, stay on budget, save money whenever possible, and avoid fines and violations.

At DEPM, we take great pride in ensuring that our entire staff—both in the office and on premises—has the expertise and education needed to run your building as effectively and efficiently as possible, to enhance both the quality of life and the value of your property. This is one of the reasons why more properties than ever are trusting DEPM with their management services.



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COME SEE US AT

**The Cooperator's
CO-OP & CONDO EXPO**
Wednesday, April 13th, 9am - 4:30pm
The NY Hilton, Sixth Avenue and 53rd Street, Booth #311
Pre-register at coopexpo.com for FREE Admission

Visit us at booth 311 to learn more about what makes DEPM stand out from the competition.



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DEPM management info, ways to
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Spring Clean-Up

Now that Spring is here be sure to prepare your property:

- Clear leaves and branches from your roof and balconies
- Replace or refresh your plantings
- Check for damage on signs, landscaping and architectural details
- Have A/C systems checked and prepared for the season



Annual Meetings Bring Board Elections



Spring is Annual Meeting season, and that means board elections are coming up. If any of your board members plan to step down, it's important to find replacements so that the board is able to maintain a quorum and make decisions as needed. The current board and manager should canvas residents to see who might be interested in joining the board, so their names can be put on the ballot. Each new candidate should put together a short statement telling residents a little about themselves and why they want to be a board member. These statements should be distributed at the Annual Meeting when it's time to vote for the new board. They can also be circulated in advance. Current board members who are running for reelection should also submit a statement, to be sure that all unit owners are familiar with their background and qualifications.

Communication between current board members and unit owners in advance of the election is crucial in ensuring that your building's board of directors has a full slate of committed members at all times. As board make-up changes, it's important to maintain continuity and quorum so that the decision-making process can continue to move ahead without interruption. By planning ahead, your annual elections should run smoothly and without incident. ❖

Important Phone Numbers and Useful Websites

Emergencies...911

NYC Non-Emergency Information...311
Crime Stoppers...800-577-TIPS (8477)
Terrorism Hot-Line...888-NYC-SAFE
NYPD Switchboard...646-610-5000

Fire Department General Number...
718-999-2000

Con Ed...1-800-75-CONED
(1-800-752-6633)

National Grid...718-643-4050

American Red Cross...877-733-2767
redcross.org/ny/new-york

Official NYC Website...nyc.gov
Department of Buildings...bit.ly/NYBuildings

Fire Department...FDNY.com

Police Department...bit.ly/NYPDsite

FEMA...fema.gov

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