WELCOME
Columbia University Facilities is committed to providing you with a safe and comfortable home. Whether you are a first-time, returning, or permanent resident, we hope this newsletter will assist you with an assortment of helpful information.

NEIGHBORS HELPING NEIGHBORS
Last fall, many of you lent a helping hand to those less fortunate by donating canned food as part of the annual Columbia Community Service food drive. The food you generously donated was delivered to the West Side Campaign Against Hunger’s food pantry, which allows its customers to select food based on preference and need, encouraging a culture that promotes self-reliance. We hope to build on last year’s success and make this year’s food drive even better. More information will be posted in your buildings in early November. Please join in and help support our community. For more information on Columbia Community Service, visit communityservice.columbia.edu and for more information on West Side Campaign Against Hunger, visit www.wscah.org.

CLEANING HOUSE
Hector Gorritz, resident manager at 435 West 119th Street, shows off the building’s new amenity: a re-fashioNYC clothing reuse bin. Annually, NYC residents throw away approximately 200,000 tons of clothes, towels, blankets, curtains, shoes, handbags, belts, and other textiles and apparel. These bins, currently in nine University Apartment Housing buildings – additional bins may be added later in the year – make clothing donations as easy as possible through convenient in-building drop-off service. The re-fashioNYC program then donates the clothing to charitable organizations, which helps out New Yorkers in need and also significantly reduces useable waste that would otherwise go to landfills. In just a few short months, tenants in these buildings have donated and recycled over 15,000 pounds of clothing and counting!
WHO WORKS IN YOUR BUILDING AND WHEN YOU SHOULD CONTACT THEM

Superintendent
The superintendent for your building is directly responsible for the maintenance and operation of your building and its systems and is generally your first form of contact for building-related issues. You should have received their contact information when you moved in.

Director for Residential Services
If you have a special problem that the building superintendent has not been able to correct, you should contact your Director for Residential Services at the phone number indicated below. If they are not available, you may also speak to Mark Kerman, Assistant Vice President for Residential Operations at (212) 854-9301 or mk17@columbia.edu.

IMPORTANT PHONE NUMBERS

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<th>[Insert your Super’s name Here]</th>
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<tbody>
<tr>
<td>FACILITIES SERVICES CENTER</td>
<td>212-854-2222</td>
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<tr>
<td>(Emergencies after hours, and on weekends)</td>
<td></td>
</tr>
<tr>
<td>YOUR DIRECTOR FOR RESIDENTIAL SERVICES</td>
<td>212-854-9301</td>
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<tr>
<td>(Special problems that your superintendent cannot address)</td>
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<tr>
<td>CU FACILITIES RESIDENTIAL OPERATIONS WEB SITE</td>
<td><a href="http://facilities.columbia.edu/housing">http://facilities.columbia.edu/housing</a></td>
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<tr>
<td>CU FACILITIES WEB SITE</td>
<td><a href="http://facilities.columbia.edu">http://facilities.columbia.edu</a></td>
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<td>CU PUBLIC SAFETY</td>
<td>Morningside Campus</td>
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<td>(212)854-2797</td>
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<td>Emergency: (212) 854-5555</td>
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BUILDING REPRESENTATIVES
All residential directors and assistant directors have many years of experience managing residential properties in New York City.

Director: Nelson Falcon • 212-851-7368 • nf36@columbia.edu
Assistant Director: Nicole Thompson • 212-851-7369 • rf25@columbia.edu
Assistant Director: Barbara Miller • 212-851-0454 • bm2353@columbia.edu

Director: Edward Lauth • 212-854-6645 • el582@columbia.edu
Assistant Director: Nancy Lu • 212-854-8911 • nml3@columbia.edu

Director: Anthony Nasser • 212-854-8835 • an2222@columbia.edu
Assistant Director: Anna Fu • 212-851-0888 • af2330@columbia.edu

Director: Cathleen Ryder • 212-854-3759 • cr2238@columbia.edu
Assistant Director: Jeff Bryson • 212-854-6243 • jwb2144@columbia.edu

For more information, go to http://facilities.columbia.edu/housing/
BUILDING SERVICES AND INFORMATION

RENTER’S INSURANCE
During your occupancy in Columbia University Apartment Housing (UAH), it is important that you protect yourself financially against personal property losses by acquiring renter’s insurance. Renter’s insurance can provide you with coverage for damaged, lost, or stolen personal items as well as personal liability (in the event that someone is injured in your apartment or you damage property that belongs to others). Renter’s insurance can also provide you with the financial means for acquiring temporary living facilities in the event that your residency becomes uninhabitable due to severe weather damage or some other form of disaster.

Pursuant to the University’s Risk Management Policy, no reimbursements will be made for damaged, lost, or stolen personal items and personal liability. Columbia University does not offer renter’s insurance. However, you can find information on how to determine your coverage, survey your items, and find a provider by searching the Web or visiting the Insurance Information Institute’s Web site at: www.iii.org/media/publications/brochures/rentersins.

HEATING SERVICES
The heating season begins on October 1, 2012 and ends on May 31, 2013. In order to maintain a comfortable living environment for all tenants, the following will occur in accordance with New York City guidelines:

• Between the hours of 6 a.m. and 10 p.m., whenever the outside temperature is below 55 degrees Fahrenheit, owners must maintain a temperature in their tenants’ apartments of at least 68 degrees Fahrenheit.

• Between 10 p.m. and 6 a.m., owners must maintain a temperature in their tenants’ apartments of at least 55 degrees Fahrenheit.

Each building has different devices that monitor both outside and inside temperatures to ensure that these guidelines are complied with. As with all types of equipment, heating equipment may fail and need repair from time to time, and we appreciate your cooperation when heating or boiler repairs are being made.

To ensure that your heating equipment performs at an optimal level, you should:

• Leave the control valves on steam radiators either fully opened or closed. Partially opened valves can cause banging, leaks, and the inefficient operation of the building’s heating system. If you are experiencing any problems with your radiators, please fill out a Maintenance Request Form and inform your superintendent.

If you have any heating complaints, please complete a Maintenance Request Form and inform your superintendent or building director.

BED BUGS
Incidents of bed bugs are on the rise throughout New York City. It’s important that you are aware of this problem and take precautions to prevent bed bugs from appearing in your apartment. Tips include avoiding clutter; conducting regular and thorough cleaning of your apartment, clothing, and linens; and not accepting or picking up used furniture or mattresses from the street or friends.

The New York City Department of Sanitation (DSNY) requires that city residents fully encase all mattresses or box springs—items where bed bugs tend to live—within a sealed plastic bag before they are discarded for the DSNY’s collection. Under the new rule, failure to place a mattress or box spring out in a proper bag can result in a $100 fine. Plastic bags for bedding are available at department stores, home improvement centers, home supply businesses, and online for a modest cost. If you need assistance with mattress or furniture removal or if you suspect there may be bed bugs in your apartment, please contact your building supervisor immediately for assistance. For more information, please visit www.nyc.gov/bedbugs

RECYCLING & REUSING
We encourage all residents to comply with New York City’s recycling laws. Your cooperation will help reduce landfill waste. Recyclable items consist of: newspapers, magazines, catalogs, phone books, corrugated cardboard, paper and envelopes, beverage cartons, cereal and pasta boxes, paper bags, glass and plastic containers, aluminum cans and other aluminum items and household metal (i.e., appliances, fixtures, tools, utensils, pots and pans). Procedures are as follows:

• Separate recyclable items from ordinary household refuse. In most buildings, mixed paper (stationery, smooth cardboard, etc.) is deposited in green containers with clear bags.

• Tie newspapers, magazines and catalogs in bundles for pickup.

• Deposit glass, plastic and aluminum containers or foil in blue, recycling containers with clear bags.

• Rinse jars, bottles, cans and receptacles to help keep the building cleaner and to help control vermin. Recyclables are only picked up by the Department of Sanitation once a week. Recycling and regular sanitation procedures are posted in your building. If you have any questions about the recycling rules in your building, please ask the superintendent or Director. For additional information about New York City’s recycling program, please visit: www.nyc.gov/html/nycwasteless/html/recycling/recycle_what.shtml

• For a complete listing of building services, please visit our website at: www.columbia.edu/ubah

We appreciate your cooperation!

WINDOW GUARD & LEAD PAINT FORMS
Window guard and lead paint forms will be distributed in January. Please don’t forget to return these forms as they become available to you. This will ensure your safety and better assist us in helping you, while complying with NYC Laws. For a complete listing of building services, please visit our website at: www.columbia.edu/ubah
STAY SAFE
Morningside Heights is an ever blossoming hub with many things to see and do. In your ventures around the neighborhood, please remember to be aware of your surroundings in order to maintain your safety, particularly while using ear buds/headphones and cell phones. Here are a few tips:

- For your own protection, do not walk around shady areas, such as dark alleys, streets or through dark park entrances.
- If you feel threatened while walking in the neighborhood, step into any of the restaurants/ businesses that have Columbia University’s Department of Public Safety’s “Safe Haven” decal (the one with a red lion) on their doors. You can then contact Public Safety (Emergency: 212-854-5555) from there.
- Make sure you always lock and properly secure your apartment's doors and windows at night or when you leave.
- When leaving your apartment at night, avoid making your absence noticeable. Leave the lights on.
- When biking, always secure both your bike frame and wheels with a case-hardened U Lock. You can also register your bike with the NYPD and Columbia University for tracking and identification in the event of loss or theft.
- For more information on bike registrations and additional safety tips, contact Columbia University’s Department of Public Safety at: (212) 854-2797 or publicsafety@columbia.edu

SAVE ENERGY
The University is working on several initiatives to save energy and reduce our carbon footprint. Some of these initiatives include boiler conversions from fuel oil to gas, using LED lighting, and installing Energy Star appliances. There are many things that you can do to help save energy, including:

- Keeping exterior doors, windows, shades and blinds open during the day to let sunlight in, and closing them at night
- Securing and sealing air conditioners and windows, to maintain cold air out residence. You can buy an air conditioner cover and plastic-sheeting window kit at your local hardware store or ask your building manager for more information
- Turning lights, appliances and electronics off when not needed
- Lowering refrigerator power settings when you go away for a long time
- Keeping furniture, drapes, and other objects from blocking radiators or heating vents

Get more energy saving tips at from Con Edison at http://www.coned.com/customercentral/energysavingtips.asp

FIRE SAFETY MONTH
October is Fire Safety Month. Each fall, our office distributes a Fire Safety Plan to all apartments with information about what to do in the event of a fire. This information is also posted in your building. You can prevent fires by doing the following:

1. Test smoke detectors and report any deficiencies or problems to your superintendent immediately.
2. Stay in the kitchen while cooking and wear short or tight fitting sleeves. Report any defects in your cooking appliances to your superintendent.
4. Never use an extension cord with large current appliances, such as a space heater, air conditioner, or refrigerator. Outlets and extension cords should not be overloaded and any surface wiring (lamps, appliances, etc.) should be checked regularly for fraying.
5. Never leave burning candles unattended and avoid smoking near flammable surfaces.

423 WEST 120TH STREET CELEBRATES CENTENNIAL IN STYLE

Many of Columbia’s residential buildings, which were built in Morningside Heights in the early 1900s, have been celebrating their centennial in recent years. This year, the residents of 423 West 120th Street held a “423@100” party to celebrate the building’s 100th anniversary. Check out some photos from the festivities:

Superintendent Jorge Alvarado with residents Michael Tuts and Barbara Reiser

The planning committee for the 423@100 party: Barbara Reiser, Robin Bartholet, Lauren Taylor, Alice Bednarchik, Lalla Grimes and a guest.

Forty or more residents attended the party - here they are gathered in the lobby sending a message of love to a now-retired doorman, Sonny Ottman.

423 West 120th Street in 1912.
MEMORIES OF MORNINGSIDE HEIGHTS 1969 – 2012

A slightly stuffy men’s haberdashery store on Broadway at about 112th Street. The Moon Palace serving up Americanized Chinese food in a dimly lit dining room. A Chock Full o’ Nuts coffee shop/lunch counter perched at the southwest corner of Broadway and 116th Street, long before Starbucks was even thought of. The Gold Rail, a dive with character and a rival of the old West End across Broadway. A sizzling steak restaurant on Broadway with rock-bottom prices and cascades of juicy fat. A dry cleaning shop on Amsterdam where the owner, Mr. Fox, never wrote down a customer’s name or notes about their cleaning – everything was in his head. A Japanese restaurant tucked into the entry courtyard of a residential building on 119th Street off Amsterdam. These are a few of the locales that no longer survive on Morningside Heights but that I remember from my more than four decades of working and living here.

I started at Columbia in 1969 as a staff member at the Casa Italiana and went on to hold administrative positions in the Office of the Provost, the Business School and the Department of Physics until I retired in 2009. In 1976 I moved into Columbia housing. As a single professional woman, I never yearned to own my own home – not unless it came with a superintendent and a doorman. My Columbia apartment has been a mainstay of my life.

On my first visit to campus to interview for the job at the Casa Italiana, I made the classic mistake of taking the 8th Avenue subway line because from the subway map, it looked as close to the Columbia campus as the West Side IRT, as I think we called the number 1 train back then. Of course what I did not realize is that Morningside Heights really lives up to its moniker and towers high above the 116th Street subway stop on Lenox Avenue. A steep climb through Morningside Park was a lesson I’ve never forgotten. People I told about my hike were aghast – in those day one did NOT walk through the park. Morningside Park has now been largely reclaimed from the drug-dealers and muggers who made it so dangerous. The park’s curving walkways, playing fields and green lawns are now used happily by Columbians and Harlem residents (often the same people) with a much greater sense of safety and security.

Likewise in the 1970’s I hesitated to venture north of 121st Street or south of 110th Street as those areas did not seem appealing or even safe. Now Amsterdam Avenue north of 120th Street is like restaurant-row right up to 125th Street. And with the School of Social Work presiding over Amsterdam between 121st and 122nd Streets plus the Lenfest Hall, the law school student housing building, Columbia’s presence is much more extensive than it was 40 years ago in this area, and the areas are now more welcoming. Gentrification may not please everyone, but as I walk home from the subway at 116th Street and Broadway, I am cheered by the numerous lively venues and steady streams of pedestrians even at midnight. As the new Manhattanville Campus comes to life west of Broadway between St. Claire Place and 132nd Street, the nature of Morningside Heights will continue to evolve.

In the late 1960’s and early 1970’s Columbia was recovering from the shattering experiences of the 1968 student uprisings. Basic relationships among the University administration, its faculty, its students and its neighbors were shifting radically. It was a time of tensions and insecurity and unease. The institution was questioning its own rationale and experiencing an identity crisis. I believe Columbia is now stronger and more secure. It is currently more diverse, more international, slightly more transparent and open in its processes, and certainly has a larger physical presence. It has been fascinating to witness these changes over time.

I am sure that anyone who lives or has lived in Morningside Heights, whether briefly or for decades, has their own memories of special places and the special spirit of the neighborhood.

Lalla R. Grimes
September 2012