

## **The Lofts at Westinghouse Condominium Association**

### **Minutes of Board of Managers Meeting**

**September 8, 2014 6:48 -- Unit 211**

**Present: Trish, Matt, Pam, George, Carole, Ellen, Jim**

The September 2014 meeting of the Board of Managers was held on September 8, 2014 at 6:45p.m. in Unit #211 at The Lofts at Westinghouse. A quorum was established with the following managers present: Carole Allen, Matthew McKee, Pamela Ross, Patricia Case and George Scala. Also present were Jim Sisk and Ellen Brown of R Brown Partners.

**6:48** Owners' participation opened.

An owner asked about the cleaning crew problems. Board took under advisement and will develop a sign-off. The company will have a month to supply a better crew.

An owner asked about the cleaning of the outside windows. Management co will get a quote cleaning each window and will decide how to proceed.

An owner asked about the property cleaning team and complained that they are not picking up after themselves.

Update repair of outside building by UPS stores.

Outside plant materials: the board approved money to Tom for supply and plant additional material near the school end of parking lot.

**7:05** Meeting called to order.

1. Minutes from July meeting approved.
2. Introduction of Richard Kane from Sun Bug Solar to discuss rooftop solar panel possibilities. Presentation was viewed and options discussed.
3. Finances were discussed. A suggestion was made to find a way to assess additional condo fees to units that add their own lofts and thus increase the percent of ownership.

Year-to-date budget was discussed.

4. Side stairwell renovation will be scheduled for November. Use of the stairwell by the school was discussed. There should be no use of this exit except for emergencies therefore a sign will be hung to restrict use.
5. Cleaning company issues were discussed.
6. Requests for the Master Condo were discussed including speed bump/poles being replaced, advertising signs on fence.
7. Communications Committee-no volunteers came forth. A newsletter style communication will be sent out with the following points covered.

Mass Save information for savings

Loftoberfest

Winterizing your condo tips

Art committee news

Gym rules

Laundry rules

Next board meeting date and location – October 6, Unit211

Link to the condo handbook

8. Windows Merrill/Aran/Lewin. The management company reported on progress. Some progress needs to be reported to unit owners.
9. Other items were discussed including:
  - building exterior update – still not progress on removing vent stack, etc by UPS
  - use of common area bathrooms
  - guest parking problems-resume checking of overnight passes
  - bike storage – remind owner to remove unused bikes from outdoor rack
  - outside lights – management will adjust auto-on timer for season
  - repair of broken spigot to be addressed by management company.

**9:00** Meeting adjourned.