

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes

April 13, 2020 6:45PM -- Virtual Meeting via Zoom

Present: Matt McKee, Kathryn MacDonald, Sylvia Baker, Pamela Ross, Matt Hogan, Jim Sisk

The April meeting of the Board of Managers was held virtually via Zoom (due to the 'stay at home' orders to prevent spread of COVID-19 virus) on April 13, 2020, 6:45PM. A quorum was established with the following managers present: Pamela Ross, Matt Hogan, Sylvia Baker, Kathryn MacDonald and Matt McKee; Jim Sisk of R Brown Partners was also present.

6:45PM Open Session: Owners submitted three topics for discussion. One related to free trees being offered by Speak for the Trees. This item was tabled, as the Lofts is probably not eligible for these trees. Another owner requested enhanced efforts at cleaning and disinfection of common areas. Increased cleanings will be instituted; shelving for delivered packages will be ordered. An owner inquired about new equipment for the gym. Estimates will be forthcoming for a rowing machine and punching bag. We will explore virtual access to Board meetings for owners/residents.

7:15PM Regular meeting called to order.

1. Minutes from the March 9, 2020 meeting were approved.
2. Finances: February spreadsheets were reviewed, including delinquencies. Implications of COVID-19 on finances were discussed. CPA charges and review of tax returns were discussed.
3. Maintenance: Fobs for the newly installed automatic doors will be ordered; Jim will notify owners/residents.
4. Community Outreach: Academy of the Pacific Rim student show has been cancelled, as the school is closed due to coronavirus. Lofts Annual Meeting, normally held in June, will likely need to be postponed.
5. Other Items:

2nd Floor Flooring: Awaiting an estimate for pre-stained wood flooring and installation.

A flyer will be circulated regarding precautions for the COVID-19 virus, including request that owners/residents wear face masks in common areas of the building.

Hands-free soap dispensers for the Lofts common area bathrooms have been ordered.

Handbook Updates will be reviewed prior to being posted.

8:30PM Meeting adjourned.

Next Meeting: Monday, May 11, 2020, 6:45PM. Request made to have March and April financials available for that meeting.