

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes

November 29, 2021 6:45 -- 8:20

**Present: Pam Ross, Carole Allen, Matt McKee, Matt Hogan, Chris Leuth and
Jim Sisk of R. Brown Partners**

The Board of Managers held the monthly November meeting on November 29, 2021, at 6:53 PM via Zoom. A quorum was established with the following managers present: Pam Ross, Carole Allen, Matt McKee, Chris Leuth, and Matt Hogan. Also present was Jim Sisk of R Brown Partners.

6:56 There was a question about painting the lobby walls and removing the current show. (See below)

7:18 Regular meeting called to order.

- 1. Minutes** of the October 2021 meeting were approved with changes.
- 2. Budget:** The board reviewed end-of-year finances as of this meeting. Also our current Tax reviewer is declining to continue. Management has contacted another reviewer and will provide an estimate. We are asking for an extra day of cleaning to be added and will be receiving an estimate for that. There are some issues with the transmission of power from the solar system that need to be investigated. Management is communicating with SunBug for this and also some updates to the system that we are looking into.
- 3. Motherbrook items:**
 - Motherbrook management provided a traffic and parking plan for the complex. Westinghouse managers will review and respond with any changes.
 - More parking signs are needed.
 - Planter replacement and landscaping improvements were discussed. They are still in the plans for updating the exterior plans for Motherbrook.
- 4. Maintenance:**
 - Repainting the lobby is still being planned.
 - solar system (see above under “budget”)
 - an electrical contractor was assessing replacement bulbs in the common areas
 - 2nd floor hallway flooring still needs to be researched.
- 5. Other items:**
 - The sign just inside the lobby listing businesses and artists needs to be updated.
 - Art Committee: Planning now, once the lobby is repainted there should be a new exhibit.
 - A winter email will be going out to residents with information about snowstorm protocol and communications. Also included will be a link to the day pass for guest parking and cleanup of holiday trees and wreaths.
 - The landscaping crew have been instructed to move the two overgrown evergreens to the picnic area. They no longer fit in the planter.
 - Plastic bags will be placed in the electrical room for disposal of holiday trees and wreaths.

8:20 Meeting adjourned.

Next Regular Meeting: December 22, 2021 at 6:45 in Unit 309.