

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes

March 27, 2023 6:45 Virtual Meeting via Zoom

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

The Board of Managers held an abbreviated monthly meeting on March 27, 2023, at 6:45 PM via Zoom. A quorum was established with the following managers present: Pam Ross, Carole Allen, [Chris Leuth](#), Bernie Lynch and Matt McKee. Also present was Jim Sisk of R Brown Partners.

6:57 Bernie Lynch joined the meeting as a unit owner during Open Session.

1. **Minutes** of the February 2023 meeting were discussed and approved with changes.
2. **Budget:** The board discussed the budget year-to-date.
3. **Motherbrook items:**
 - The remainder of the parking lot refinishing/lining, etc. is being scheduled for spring. Dates to come.
 - Bosse, still waiting on traffic abatement for the crosswalk.
 - Pole lighting to be replaced/energy efficient.
4. **Maintenance:**
 - Weather stripping on the main entrance doors is still planned, and touch up painting being done.
 - Elevator call to remove the stuck cord will be billed to cleaning company.
5. **Other items:**
 - A new draft of the rental limits from Merrill including the Leasing Rules has been received. The board will send out a letter with information about the process and the voting procedures.
 - The elevator door damage re-payment is still in process. Our legal team will send a demand letter with the updated quote attached to the owners of the unit.
 - Schedule of fines to come for infractions related to rules and regs in the bylaws.
 - Service animal accommodation/documentation is being updated.
 - A sign will be added to the loading room to not use the carts during quiet time, and to be sensitive while using the trash room of neighbors during quiet time.

8:15 Meeting adjourned.

Next Regular Meeting: April 26, 2023 at 7:15 via Zoom.