

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes May 31, 2023 7:15 Virtual Meeting via Zoom

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

The Board of Managers held their monthly meeting on May 31, 2023, at 6:50 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.

6:50 PM No resident/owner issues were presented.

1. **Minutes** of the April 2023 meeting were discussed approved with changes.
2. **Budget:** The board discussed year-to-date budget and finances. Management will send out a reminder about late payments and possible fines. There are more chairs coming for the park. Our manager reached out to the SREC contact to find out about the period between 3G and 5G during which we haven't received credit for SREC income. We paid a deposit for a reserve study.
3. **Limiting rentals clause:**
 - The board discussed best practices pertaining to the document to be presented to owners prior to a vote. The documents pertaining to voting to change the bylaws to limit rentals will be sent out soon so that we can set up the vote.
 - The board voted to approve an addition of a fine to the existing rules and regs.
4. **Motherbrook items:**
 - Seal coating between the two buildings C and D was done but need to come back and clean up. Line striping will also be redone in some areas.
 - Pole lighting along building K has been updated.
 - The Motherbrook insurance process is still going on.
 - A picnic table has been ordered for "keyhole" park to provide seating for building D residents.
5. **Maintenance:**
 - Repair to exterior door jams and weather stripping still is outstanding.

Other items:

- **The board discussed and will be issuing fines or invoices for damages caused by owners, renters, and or their guests.**
- The elevator door damage repair and re-payment is still in process. A letter was sent to the owners from the lawyer.
- Schedule of fines to come for infractions related to rules and regs in the bylaws.
- Management will change the front door code. The code to the roof for service providers will be given to the owner once they provide a current Certificate of Insurance.

8:25 Meeting adjourned.

Next Regular Meeting: June 21, 2023 at 7:15 via Zoom.

Special Meeting: July 12, 2023 at 7:00.