

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes

November 15, 2023 7:00 Virtual meeting via Zoom

Present: Carole Allen, Chris Leuth, and Bernie Lynch

Jim Sisk of R. Brown Partners

The Board of Managers held their monthly meeting on November 15, 2023, at 7:00 PM via Zoom. A quorum was established with the following managers present: Carole Allen, [Chris Leuth](#), Bernie Lynch and Matt McKee. Also present was Jim Sisk of R Brown Partners.

7:00 PM An owner notified the manager and the board about water leaking from a unit on the 3rd floor again. A reminder will be sent out again to remind owners of the responsibilities in communicating with tenants and neighbors in a timely manner when there is a leak, etc.

- 1. Minutes** of the October 2023 meeting were discussed and changes suggested.
- 2. Budget:** The board discussed transferring some of our funds into CDs to earn more money short term. The property manager will start the process of communicating with the banks. The October minutes were approved. Finances were also discussed and it was decided that fees will not be increased for 2024.
- 3. Limiting rentals clause:**
A master deed leasing amendment and voting consent form will be sent out soon. There will be language to address current owners as being “grandfathered” in. The board will be seeing the language before the letter goes out to owners in the new year.
- 4. Plans for the combined M-units**
 - The board reviewed the plans provided by the new owners.
- 5. Motherbrook items:**
 - Shrubs at the end of building K need to be removed. Pedestrians and cars cannot see other vehicles approaching from either direction.
 - Further signage is in the works for the parking areas beyond Building C and D.
 - The schedule of abuses and fines is complete and will be posted on the web site and emailed to owners/residents.
- 6. Maintenance:**
 - Some areas of the building will need some repointing next year – in the process.
 - Manager will be meeting with a sprinkler company and fire alarm for future servicing – property manager is reaching out to service companies to consolidate all of those services. The tests will be scheduled after the first of the year.

Other items:

- The reserve study will be tabled until all of the board members are present.
- more problems with the soap dispensers (this time the lobby bathroom)

7:53 Meeting adjourned.

Next Regular Meeting: December 20th.