

The Lofts at Westinghouse Condominium Association

Board of Managers Meeting Minutes

October 11, 2023 7:00 In-person meeting with Virtual available via Zoom

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

The Board of Managers held their monthly meeting on October 11, 2023, at 7:00 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.

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 send out again to remind owners of the responsibilities in communicating with tenants in a timely manner.

1. **Minutes** of the September 2023 meeting were discussed and approved.
2. **Budget:** The board discussed year-to-date budget and finances. In addition the board will take a look at next year's changes in expenses to hopefully avoid raising fees.
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.
4. **Motherbrook items:**
 - The Motherbrook insurance process has passed. A letter will be mailed to owners with details and any information that individual owner policies will need.
 - There are plans to address the side entrance to remain closed and to include a pedestrian gate.
5. **Maintenance:**
 - Some areas of the building will need some repointing next year.
 - The soap dispensers and the paper towel holders need more frequent attention.
 - Manager will be meeting with a sprinkler company and fire alarm for future servicing.

Other items:

- The Board authorized a payment to the President of the Lofts for services rendered. The services were determined to be above the regular efforts of a board member. They involved coordination and representation of the Lofts and its residents in almost daily dealings required to negotiate with Motherbrook and with multiple insurance entities for the Westinghouse property insurance coverage. The determination of the board was that this work was above and beyond the regular tasks assumed by the volunteer position of representing the Lofts at Motherbook level.
- The elevator door damage repair and re-payment is still in process. A letter was sent to the owners from the lawyer. A resolution is in the works.

8:14 Meeting adjourned.

Next Regular Meeting: November 15th.