

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, October 30, 2013

Board members present: Mehmet Rona, Dominic Moore (via google+), Debbie Liu (via google+), Juliet Jacobson, John Patrick.

Management present: Phil Renzi and Joe Andrade

Open Session: The board discusses amendments to the Rules and Regulations of Bay Square. Board will review suggestions and make recommendations for approval hopefully by next BOT meeting, which includes possible construction and renovation policy guidelines.

Minutes: The September 2013 minutes were reviewed and approved.

Financial Review: The board reviews statements and approves transfer of \$56,000 from the Operating fund to the Reserve fund.

Maintenance Report: Joe recommends the re-tagging of bicycles in the bike rooms to manage inventory. The pool closing is set for November 1. The water booster pump needs repair or replacement. Phil will follow up on price quotes for board to consider. Joe recommends use of bath tub drain filters. Phil will draft memo recommending their use and purchase for a small fee.

Sprinkler System: Board approves \$1500 for study of sprinkler branch lines in lower garage.

Elevator: BOT do not wish to purchase new brass kick plates and will seek alternate solutions.

Window Project: Board discusses quotes and will bring in the bidders for further breakdown and evaluation. Special meeting set for November 14 at 2:30pm for this purpose.

Rules and Regulations: Effort will be made to combine, update and produce a draft of Rules and Regulations for the board to review, approve and register.

Comcast: Memo will be drafted for submission to unit owners.

Operating budget: Approval delayed until November.

Debbie Liu 12/18/13 8:28 AM

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