

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES
MEETING MINUTES
Tuesday, December 18, 2012

Present: Jackie Landau, Mehmet Rona, Debbie Liu, Meredith Leshkovich, Joe Andrade, Phil Renzi, Sharon Britton, and John Patrick

Minutes: November 30, 2012 minutes were read and approved.

Financials: The financial statements for the period November 1, 2012 to November 30, 2012 were read and approved. The 2013 operating and capital budget were reviewed; several items will be moved to operating.

Maintenance report: A hole in the drain pipes in unit 106 led to water leaking into the upper garage; it is now fixed.

Old business: January is the expected start date for elevator upgrades. 46 out of 47 leases have been submitted to Thayer; owners who haven't submitted a copy of their leases are being fined. No update on recalled sprinkler heads that need to be replaced; asking Tyco to cover the cost since they failed to notify us about the recall in 2007. Annual meeting scheduled to be on January 17, 2013.

New business: The bed bug case in one of the units, which is undergoing second round chemical/heat treatment, is being monitored. Sharon Britton will make final edits on bed bug policy. Annual meeting agenda was reviewed. Year end numbers will be available for the annual meeting, but not audited numbers, though the numbers will be close.