

Bay Square Condominium Trustees Bay Square
March 19, 2007
Minutes of the Board of Trustees

The meeting was called to order by Chair, Jackie Landau, at 7:05 pm. Attending were Board Members John Patrick, Anne Oppenheimer, Oktor Skjaervo, Nancy Jacobson along with Joe Andrade and Derik Opdyke

Open session was held from 7:00 to 7:10 but no one appeared.

Documents certifying the two newly elected Trustees, Nancy Jacobson and Oktor Skjaervo, were signed and will be recorded.

Elections were held. Jackie nominated John Patrick for Chair. The vote was unanimous and John accepted. John nominated Ann Oppenheimer for Treasurer. Unanimous. Ann nominated Nancy Jacobson for Secretary. Unanimous.

Minutes of the last meeting were not available.

The financial statement for the period of February 1, 2007 through February 28, 2007 was reviewed by Derik with questions of clarification from the Board.

Joe gave the Maintenance Report regarding the Spa leak which will be looked into and fixed. Other slight leaks in Ph1 and Ph2 can be addressed in the future but the one in Ph 5 needs immediate attention. Brass refinishing of the elevator panels will be completed after the buttons are finished. New and better filters for the heating system are being looked into and will be purchased at little additional cost. Window washing and gutter cleaning will go out to bid to our regular cleaning company.

There was discussion of the condition of the balcony railings and Derik was asked to look into solutions other than painting. The white arbor surrounding the entrance from the lobby to the patio needs repairing/repainting.. Reserve Study Projects were discussed which included the balcony railings and the suggestion for AFCIs (the arc fault circuit interruptors.) The Board concluded that since installation is not mandated in older construction like Bay Square, individual unit owners can make a decision to install the AFCIs rather than having the Association pay for installation in all units. Joe will investigate the cost of installation per unit.

New Business consisted of the consideration of a memo to residents regarding balcony safety and keeping screen doors locked. Another safety discussion included smoke from cooking. If smoke becomes dense, the resident should open a window and leave condo closing hall door after exiting. Other discussion included materials dropped into the compactor; people going through bins in the Shipping Room and the purchase of common area keys (who may do so and how many) because we cannot track or cancel keys as we can the garage access card.

At approximately 9:15 the Board retired to Executive Session.

Nancy Jacobson
Secretary