

BAY SQUARE CONDOMINIUM BOARD OF TRUSTEES  
MEETING MINUTES  
Monday, March 29, 2010

Present: Jackie Landau, Mehmet Rona, Amir Hasson (via Skype), Debbie Liu, Derik Opdyke, and Joe Andrade.

**Open Session:** No attendees.

**Schedule Meeting Dates:** Third Mondays of every month at 7pm in the Lobby.

**Trustee Signature Documents:** The amendment to the master deed regarding smoking prohibition was signed by Board members who were present; amendment left at the front desk for Amir to sign upon his return from his business travels. The Appointment and Acceptance of Trustee(s) Form will be left at the front desk for board members to sign upon the correction of a typo.

**Minutes:** The minutes of January 25, 2009 were read and approved.

**Financials:** The Board reviewed and accepted the financial statements for the period February 1, 2010 through February 28, 2010. The Board requested to obtain the full financial reports (with Purchase Journals) for all board members for the next 3 month.

**Smoking:** Pending approval of the smoking prohibition memo to Unit owners on correction of wording, and completion of a form for Unit owners to fill out if requesting grandfather status for their unit(s).

**Sliders:** Installation will begin in the month of June.

**Roofing:** Leaks were reported in PH2, 3, 6, and three areas in the broiler room. Derik will be contacting Progressive Roofing to fix the problems immediately.

**Green St. Fences:** Joe gave some price quotes from a company to replace the worn and broken 21-year old fences, and will be contacting other companies.

**Management Report:** The cooling tower is ready for use. The leaks from the spa/hot are scheduled to be repaired. The receiving room was flooded, which was fixed. Bob (building engineer) has been contacted to look at the leaking planters; 21-year old rubbers underneath the plants will need to be replaced.