

Bay Square Condominium Trust  
Trustee Meeting Minutes  
Tuesday, June 22, 2021  
7 PM on Zoom

- I. **BOARD MEMBERS:** Claudia Giraldo, Meredith Leshkowich, Rebecca Rudicell, Mary Moore, Catalina Arboleda  
**STAFF:** Michelle Collins, Joe Andrade  
**OWNERS:** Joe Walsh, Debbie Koplow, Rebecca Greenblum, John Patrick, Sharon Britton, Eva Ehlich, Yea-huey Wu  
Questions addressed concerning electric vehicle charging; tree pruning; water leaks from cast iron pipes; state of gym machines, weights, and gym temperature
- II. **MINUTES:** Reviewed and approved May 20, 2021 minutes, pending grammatical corrections.
- III. **FINANCIALS:** May 2021 financials reviewed. We have an Operating Fund Surplus of \$33,994; Reserve Fund Surplus of \$89,643; Total of \$1,014,144 in Reserve Fund.
- IV. **MAINTENANCE REVIEW: Joe Andrade**
  - A. Replacement of broken Garage Door Cables approved.
  - B. Quote to replace broken LG Pedestrian Door also needed.
  - C. Joe updated the board on the ongoing leak in brick affecting a second floor unit.
  - D. Scaffolding being built in front of the building for repair of roof decks; we need to notify the units that will be affected.
- V. **MANAGEMENT REVIEW:**
  1. Old Business:
    - A. Roof Anchor Update: Meeting with Mike Ambrose and Chris Grey from Cliffhangers. We need to engage Ambrose because of their warranty. Project may not take place this year because of shortages in materials caused by Pandemic.
    - B. Roof Deck Update: one of the roof decks have planters and furniture that need to be removed. Ambrose Quote of \$6,800 to clear one of those decks.
    - C. Reserve Study: We appointed a Subcommittee that will meet on Zoom.
    - D. Covid Protocol: Pool and Gym now open to full capacity. Mask requirement will stay in place in indoor common areas, as will single use for Elevators.
  2. New Business:

- A. Green Street Garage Door: The owners of the 9 parking spots still have clickers. It would cost. \$2,789.74 to change the Green Street Garage system to the system we now have in the rest of the building. Green Street system represents a gap in the security of the building. We voted to approve the update unanimously.
- B. Pool Furniture: We will get a quote to re-upholster 3 lounge chairs frames with fabric from the same store we bought them years ago. And also quotes for Pool Umbrellas at the same store.

VI. **FUTURE CAPITAL PROJETS:** Prioritization and Planning

1. Capital Projects for 2021 and Beyond:

- A. Resurfacing Upper and Lower Garage within 2-3 years
- B. Upper Floor Lighting
- C. Lobby Window Replacement

VII. **EXECUTIVE SESSION:**

**NEXT BOARD MEETING: Wednesday, July 28<sup>th</sup> 6:30PM on Zoom.**