

**Bay Square Condominium  
Trust Trustee Meeting  
Wednesday, October 4,  
2022 6:00 PM**

- I.** Board Members: Meredith Leshkovich, Claudia Giraldo, Mary Moore, Rebecca Rudicell  
Staff: Alex Andrade, Jamie MacDonald  
Owners: Aleks Engel, Dale Livingston, Sharon Britton and John Patrick, Debbie Koplow  
Letter sent to Cambridge City Council discussed on penalties if they did not meet the cities' requirements (BOUDU) for reducing electricity, water and gas; Sharon and John have sent to other condo boards so they can send to other
- II. Minutes:** Reviewed July 2022 Meeting Minutes; will approve via email.
- III. Financials:** Reviewed and Approved Financials:  
**July, 2022** Operating Fund: \$150,000 surplus/we were under budget; Operating Fund Balance of \$178,242 Reserve Fund balance of \$989,167  
**August, 2022** Operating Fund slightly over budget. Operating Fund Balance of \$150,937  
Reserve Fund Balance of \$976,334 Slightly over Budget due to payment of Fire and Safety this month
- IV. Maintenance Report – Alex Andrade**  
Superintendent's report (see notes)
1. Need to investigate if drain in front of East Elevator in LG needs to be repaired.  
And we will get a camera to video down the drain to see if there is any damage.
  2. Grease in the drains from restaurant
  3. Debrief of Copeland report will be done on 10.13.2022 at 1:30PM
- V. Management Review:**
1. **Old Business**
    - A. Structural review: Debrief of Copeland report will be done on 10/13/2022 at 1:30PM
    - B. Hallway mirrors will be discussed after this meeting
  2. **New Business**
    - A. Maintenance Computer for Alex to use; we will purchase for him
    - B. Snow Proposal: 10% increase in price approved
    - C. 2023 Budget Prep: meetings will be set up
    - D. Seasonal Entry Display Ideas: We will ask Pemberton Farms if they can do them.

**Future Capital Projects; Prioritization and**

**Planning: Capital Projects for 2022**

- A. Copeland Review of Report

**Executive Session:**

**NEXT BOARD MEETING: Thursday 11/17/22 at 5:15PM**