

WESTCHESTER SQUARE CONDOMINIUM ASSOCIATION, INC.
BOARD MEETING MINUTES
November 15, 2018

Board Members: Casey Corning, Ross Ethier (absent), Ron Majors, Darren Rhinehart, Wayne Vason (absent)
Others Present: Scott Carter, Elizabeth & Charlie Cooper

I. Call to Order

Ron Majors called the meeting to order at 7:16 p.m.

II. Approval of Minutes

MOTION: Darren Rhinehart moved to approve the minutes of September 20, 2018. Casey Corning seconded the motion.

ACTION: Passed

III. Financial Matters

The financial reports were reviewed.

IV. Maintenance & Landscaping

A. Small Projects List

1. Tar tracks on front patio bluestone, curbs, and intersection stones.
2. Roof Repairs
 - a. Replacement of Flat Roof - \$57,000 (scheduled 2020)
 - b. Seal all vents, joints and counter flashing on flat roofs - \$6,500 (will be included in flat roof replacement). ***The Board agreed to move up the flat roof replacement to 2019.***
 - c. Reseal all copper counter flashing at brick walls - \$4,800 (needs to be done – not associated with flat roofs)
 - d. 2023 – Main roof replacement \$301,075
 - e. Bids will be obtained for the sealing of the firewalls above the roof line and the installation of firewall caps.

B. Landscaping

The 2019 Garden Committee projects were reviewed.

V. Old Business

A. Reserve Study

The expenses for the future years were reviewed.

VI. New Business

A. Smoking

Elizabeth and Charlie Cooper discussed the possibility of the owners passing an amendment to make Westchester Square a smoke free community. An attorney would need to be consulted to determine the cost and the details of such an amendment.

B. Budget

The Board reviewed the 2019 and will vote on approval via email.

C. Budget Meeting Date

The Budget meeting will be held on December 5, 2018 in unit 11 at 7:00 p.m.

D. Unit 19 – Insurance Claim

A claim has been submitted because of mold in the attic resulting from a roof leak.

E. Unit 7 – Requesting Exterior Chimney Damper

Smelling smoke when Unit 6 uses fireplace. To resolve this problem, it may be necessary for unit 7 to install an exterior damper at their expenses

VII. Executive Session

The past due accounts were reviewed.

VIII. Adjournment

The meeting adjourned at 8:55 p.m.