

**One Bratenahl Place Condominium Association
Minutes of the March 23, 2020 Board Meeting
By Telephone**

Members Present: Ted Westbrook, M.D., President
Scott Kilpatrick, M.D., Vice President (by phone)
Corrine Hartman, Treasurer
Mark Rodio, Secretary
Sue Dempsey, At Large
Ronnie McConnell, At Large
Bill Christ, At Large

Members Absent: None

Invited Guests: Blair Cancelliere, First Realty Property Management
Jay Cusimano, Kaman & Cusimano

Call to Order:

There were sufficient members for a quorum. The Board Meeting was called to order at 3:07 p.m. by President Ted Westbrook.

Meeting Discussions:

1. Motion for Resolution to Approve March 10, 2020, Meeting Minutes, as revised, by Mark Rodio, second by Ronnie McConnell; unanimously approved.
2. President's Report: nothing to report, other than coordination with manager on coronavirus steps.
3. Treasurer's Report: no.
4. Manager's Report: no.
5. Old Business: none.
6. New Business:
 - a. Coronavirus:
 - i. Per Jay Cusimano, no legal obligation on Association to share if someone in building becomes infected, can provide general information when someone gets infected, recommend acting like everyone has it (universal precautions).
 - ii. Discussion whether to suspend outside contractor work in individual units.
 - iii. Discussion regarding precautions for outside building contractors.
 - iv. Mark Rodio sent around Job Safety Protocols recommended by Home Builders Association (HBA).
 - v. Board agrees to discontinue lock-out of freight elevators and suggest residents limit number of people in elevators; Scott and Ted can prepare something to circulate.
 - vi. Discussion of encouraging people to keep their distance in Garden Court and Penthouse.

- vii. Discussion of Guest Suite usage: question of whether to restrict usage, question of whether existing employees have sufficient capacity to clean the suites; Board agrees to impose 72-hour buffer between occupancies and limit to 1BP reservations.
 - viii. Residents need to advise Board before new in suite construction work begins so we can coordinate.
 - b. Informational & Annual Meetings: informational meeting on April 14 is canceled; nominations are in process; TBD on continuance of Annual Meeting (currently remains scheduled for May 28).
7. Regular Meeting adjourned at 4:03 p.m.

Respectfully,

Mark Rodio, Secretary

A handwritten signature in cursive script that reads "Mark Rodio".