

**One Bratenahl Place Condominium Association  
Minutes of the December 21, 2021, Board Meeting  
By Zoom Conference**

**Members Present:** Ted Westbrook, M.D., President  
Christopher G. Axelrod, Vice President  
John Peca, Treasurer  
Mark Rodio, Secretary  
Jay Bishop, M.D., At Large  
John Malcolm, At Large  
Jeanette Webster, At Large

**Members Absent:** None

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

**Call to Order:** There were sufficient members for a quorum.

The Board Meeting was called to order at 4:04 p.m. by Secretary Mark Rodio.

**Meeting Discussions:**

1. Motion for Resolution to Approve Nov. 16, 2021, Meeting Minutes by Mark Rodio, second by John Peca; unanimously approved.
2. President's Report: nothing separate from the agenda.
3. Treasurer's Report: nothing separate from the agenda.
4. Manager's Report: nothing separate from agenda.
5. Actions taken outside meeting: approved purchase of new fryer for Bistro.
6. Old Business:
  - a. Carpet and Furniture Cleaning: tabled.
  - b. Quote from Lillian Messner for Redesign of Web Page for \$9,100: 1BP share would be \$4,500, can take out of miscellaneous operating expense; Motion for Resolution to Approve by Jay Bishop, second by Jeanette Webster, unanimously approved.
  - c. Documents holders for elevators: discussion regarding adding document holders in the elevators for building announcements; discussion whether to add in addition to other bulletin boards or whether to update current bulletin boards more often; Motion for Resolution to Approve by Christopher Axelrod, second by John Peca; Peca, Axelrod, Bishop and Malcolm approved; Westbrook, Webster and Rodio opposed; passed 4-3.
7. New Business:
  - a. Jones Group Interiors Proposal and Invoice for \$3,000 deposit for preliminary design services: discussion regarding non-refundable nature of the deposit and whether committee plans to recommend them (it does); discussion regarding vagueness of proposal and invoice; Motion for Resolution to Approve payment as

retainer up to \$3,000 subject to receipt and review of revised proposal and invoice by John Peca, second by Jeanette Webster, unanimously approved.

- b. Quotes from Speed Exterminating for bi-weekly service of the building and weekly service in the Bistro; Prices are the same as previous contract: Motion for Resolution to Approve by Mark Rodio, second by John Peca, unanimously approved.
  - c. Quote from GK's Custom Polishing to Clean and Polish Lobby Elevator Doors: discussion of whether to do the brass on all floors; discussion of whether competing bids can be obtained; discussion of whether to add the gates at the entrance to the Bistro and push/kick plates on the basement doors; there are general maintenance line items for the budget.
  - d. Lights in Display Cases: discussion by Christopher Axelrod of updating the lighting in lobby display cases to LED, cost would be less than \$1,000 for all 4 cases; can consider whether can be accomplished with the budget for general maintenance in 2022; discussion of using our own maintenance personnel with Christopher Axelrod to perform the work.
  - e. Chandeliers and The Bistro: discussion by John Malcolm regarding cleaning the lobby chandeliers and wall/ceiling damage in the middle room of The Bistro; Rich the painter is in vacation until after January 1; also just obtained a spray-on product to clean the chandeliers, so will try that out.
  - f. COVID Sanitation Procedures: discussion of current procedures in common areas; there are check-lists for employees to do every day; Blair will provide to John Peca.
8. Committee Reports:
- a. MR&R stub year expenses: update provided, on budget.
9. Meeting Reminders: Next Board Meeting – Tuesday, January 18, 2022, at 4:00 p.m.
10. Regular Meeting adjourned at 5:13 p.m.

Respectfully,

Mark Rodio, Secretary

