

[Download the original attachment](#)

Majestic Condominium Board of Directors

Meeting Minutes

March 13, 2007

Meeting called to order at 7:40 p.m.

In attendance: Flagg Youngblood

Brian Wrenn

Diane Brown

Michael O'Neill

Old Business

Bulletin Board: A board has been purchased and will be installed in the lobby. It will be used to hold meeting notices and minutes, contact information, and other items.

Contact Information: Chatel has mailed out a new contact forms to all owners. There was no reminder from Chatel that the by-laws state that the Board and/or management company must have a copy of each units key for emergency access.

Fines: Michael will develop ideas for a fee structure; they will cover late maintenance fees and other violations.

New Business

Committees: The Board decided to form the following three committees

- a. Upkeep Committee chaired by Michael O'Neill, responsible for all building concerns, e.g., snow removal, elevator, landscaping.
- b. Insurance Committee chaired by Brian Wrenn, responsible for all insurance related issues
- c. Improvement Committee chair TBD, responsible for research and suggestions for building improvements, e.g., storage, roof deck.

The February 13, 2007 meeting minutes were approved by the Board.

The meeting adjourned at 8:40.

Submitted by Diane M. Brown, Secretary

March 15, 2007