

Top of the Surf Board Meeting  
8 September 2011

1. Meeting convened with Mr. Harney, Ms. Botto, Ms. Murphy, Ms. Heigt, Mr. Alex and Mr. Foley present, third floor rear patio.

2. Minutes from annual meeting, 1 July 2011, distributed and discussed. We will combine our notes with those taken by Ms. Beach and present to each board member prior to distribution to all owners.

Maintenance Items Needed Immediate Attention:

3. Oil stain on carpet- Elevator Lobby--Ted.

4. Reflective tape or paint applied to both sides at the edge of the garage ramp -- Ted.

5. Research a method to lock dumpsters wheels to keep stationary -- Ted.

6. Reschedule trash pick-up for once a week. Beginning 9/12/11 --Ted.

7. First floor rear porch still being used for personal storage. Letter to be sent to all owners to remove their property by October 1<sup>st</sup>, 2011, or the board will have it removed -- Ted.

8. Source of water damage to bathroom ceiling in Unit #5 is the bathroom drains in Unit #10. Plumbing company has worked problem -- Ted.

9. Window leaking on second floor front porch. Ted will identify source and clean-up salt deposit --Ted

Next meeting to be determined.

Respectfully submitted Mike Foley