

**MINUTES OF THE BOARD MEETING  
260 WEST BROADWAY CONDOMINIUM  
April 6, 2009**

A meeting of the Board of Managers of 260 West Broadway Condominium was held on Monday April 6, 2009 at 6:30 P.M., at the office of Orsid Realty Corp, 1740 Broadway, 2<sup>nd</sup> floor, NYC 10019.

**The following Board Members were present:**

Maria Donovan  
Richard Steinberg  
Umbreen Sheikh  
Michael Thomas  
Michael Block  
Dat Chi Luong  
Keith Abell

**Also in attendance:**

Matthew Abisch- Orsid Realty  
Laura Krasner- Orsid Realty

**CALL TO ORDER:** A quorum being present, Ms. Umbreen Sheikh called the meeting of April 6, 2009 to order at 6:40 P.M.

**I. Review and Approve Minutes:**

- a. The Board reviewed the minutes of the February 2, 2009 meeting and the February 11, 2009. Following a discussion, a motion was made and seconded to approve the each of the minutes as amended. The motion was approved.

**II. Management & Committee Reports**

- a. The Board asked Orsid to follow up with Qwest regarding the open punch list items and the hallway painting project.
- b. The 2007 Audit has been completed and once approved will be posted on the Condominium's website. The 2008 Audit is underway and should be completed prior to the annual meeting.
- c. The Board discussed staff compensation, responsibilities of various staff positions in the building. Orsid was instructed to investigate uniform options and report back to the board prior to the next monthly meeting.
- d. June 1, 2009 was set as the date for the Annual Meeting. Orsid was instructed to review the by-laws regarding board managers up for election.
- e. The Board unanimously adopted the following procedure in regards to the monthly meeting minutes.
  - i. 3-5 days following the meeting ORSID will circulate a draft copy of the minutes
  - ii. Board members have 3 days to respond with their comments/changes
  - iii. Once all comments/changes have been addressed the draft minutes are to be posted on the Condominium's website

**III. Adjournment:** There being no further business, the meeting was adjourned at 8:30 P.M. The next regular meeting of the Board of Managers to be TBD.

Submitted by: Matthew Abisch, Account Executive