

3600 CONDOMINIUM ASSOCIATION

FEBRUARY 2017



Meet Your Board of Directors

Your 2017 Board of Directors are:

- Steve LeHew, President
- Elaine Toscano, Vice President
- Mary Beth Elster, Treasurer
- Erin Miller, Secretary
- Chad Brose, Director
- Chris Handzlik, Director
- Douglas Smith, Director

To see the 2017 meeting schedule, go to 3600LSD.com and check the Community Schedule or check one of our bulletin boards in the building.

Upcoming: Key Fob Audit

The management office will be undertaking an audit of the key fobs in our building. You will be receiving a notice asking you to account for any key fobs you have associated with your unit. In order to prepare for this audit, please locate any key fobs you have.

Disposal of Large Items

Any time you need to remove a large item from your unit (i.e., a mattress, refrigerator, stove, etc.), please let the management office know. We can be of assistance in how to dispose of certain items.

Regulating Unit Temperature

Here are some tips you can use to save on energy as well as ensure better overall temperature within your unit:

- Check your windows. If a window is open, even a crack, it will let cold air into your unit.
- Cover your A/C unit. Our maintenance staff can both cover and seal your A/C units to keep the cool air from seeping in.
- If your unit is too warm, you can place a work order for maintenance to cover the radiators.

Reminder: Renting Wall Hall

Wall Hall is available for any unit owner or resident to rent for events. Please remember the following when signing up to rent the Association's party room:

- You must complete the Wall Hall Rental packet in the office at least a week in advance of your chosen rental date.
- The office cannot schedule your event until the rental fee and the deposit are received. Completing the packet is not enough to reserve the room.
- Please remember to provide the office with a guest list and a description of how many tables/chairs to leave for your event.

To see when Wall Hall is available for rental, check our Community Schedule.