



## MAYAN TOWERS CONDOMINIUM II, INC.

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### MINUTES OF THE HURRICANE COMMITTEE MEETING June 7, 2005

Meeting was called to order at 2:00 PM by Charles Kasbee, Chairperson

Members Present: Charles Kasbee, Mark DeMoss, Jack Dugan, Jeff Franklin, Ed Lehner, Bill Loftus, Joe Haimes.

Mark DeMoss submitted a preparation list. The following points were discussed:

1. Mark will obtain the rake required to remove debris, leaves, etc. from the atrium drains. Jeff Franklin was appointed to clear drains and will be assisted by Ed Lehner and Bill Loftus.
2. Chuck will have the keys required, including a key to the maintenance shop.
3. Jack will check the supplies needed to cook outside, if necessary, i.e. paper plates, charcoal, lighter fluid, etc.
4. The elevators will be put up to the 8<sup>th</sup> floor and shut off during the storm. After the storm, Bill Loftus (appointed by Mark) will take care of the elevator in Mark's absence. Bill was instructed to use only one elevator (on generator power) on the east side until power is restored.
5. Chuck will contact Alterna Power, if necessary, should we have any problems with the emergency generator.
6. Hurricane information will be posted on our website and on the bulletin boards, including the fact that anyone who has medication which requires refrigeration may put such items in the refrigerator in the maintenance shop.
7. Joe will devise a plan to determine, as best we can, which people plan to remain in the building in case of a hurricane, particularly those people who have special needs. Obviously we will all be better off if everyone vacates the building when the county/authorities recommend doing so.

Adjourned

Charles Kasbee  
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