



# BCCA NEWSLETTER

March 2025

Please send all written correspondence to

[bristolcourt@nsmanagement.net](mailto:bristolcourt@nsmanagement.net)

or [office@bristolcourt.org](mailto:office@bristolcourt.org)

## Board of Directors

All owners are invited to the Board of Directors monthly meeting held in the party room of 2500 Windsor Mall on March 25<sup>th</sup> at 6:30 p.m.

## Office Hours Correction

The BCCA office is open Monday, Tuesday, Thursday, and Friday from 9 a.m. to 4:30 p.m. Closed on Wednesday.

## BCCA Easter Egg Hunt



- The **Easter Egg Hunt** for the children of Bristol Court up to age 10 will be held on **Saturday, April 19th** at **1 p.m.** on the grassy island in front of 2500 Windsor Mall. (There will be no rain date.)
- Look for additional information posted in each building closer to the date.

## Call the Provider

- When power goes out call ComEd.
- When phone, internet, or cable service is interrupted, please call the service provider.
- **The office is not able to help in these situations.**

## Spring Maintenance Check

- March begins the annual inspection of all BCCA units.
- It is **EXTREMELY IMPORTANT** that 100% of the units be properly serviced so that the air conditioning system is ready for the season. **Access to all units is required, so please make arrangements.**
- **NO SPECIAL APPOINTMENTS CAN BE SCHEDULED!**
- Maintenance will not move furniture.
- Included at this time, checks are made on plumbing fixtures, smoke detectors, carbon monoxide detectors, electrical panel replacement, and door closure installation.
- Carbon monoxide detectors are required for all the units with a gas stove in buildings 1 – 6 and 1st-floor units in buildings 8 – 14.

## Package Delivery Mix-ups

- Delivery companies often confuse addresses like 2400 Archbury and 2400 Windsor Mall or look at the street name and deliver to the wrong building.
- Please do not take the misdelivered package into your lobby area. That makes it difficult for the owner to find it.
- Be kind to your neighbors and leave it in the mailroom or deliver the package to the correct building.

## Federal Pacific Electric Panel Replacement Reminder

- All Federal Pacific electric panels must be replaced and moved to an outside wall to comply with fire code requirements. All other panels in the hall closet must also be moved.
- Our insurance company is monitoring this progress.
- **This work must be completed by July 1, 2025.**

BCCA phone number: (847) 698-3313