



# BCCA NEWSLETTER

June 2026

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 June 30<sup>th</sup> at 6:30 p.m.

### **The Annual Meeting and Elections will be held on June 2<sup>nd</sup>.**

Voting for Board of Directors will be held at the following locations from 6 p.m. to 7:30 p.m.

- 401 Ascot for owners representing buildings: 400 and 401 Ascot; 200, 201, 300 Thames; 2400 and 2500 Archbury Lane
- 2500 Windsor Mall for owners representing buildings: 400, 500, 600 Thames; 2300, 2400, 2500 and 2600 Windsor Mall

If you are unable to vote in person, please give your proxy to another unit owner attending the meeting or deliver/email it to our Association Office by 5 p.m. Tuesday, June 2<sup>nd</sup>.

## Air Conditioning

- If the fan coil alarm sounds in your unit or you hear it from another unit, please call the office (847-698-3313) **immediately** so leaks can be repaired, and damage prevented.
- Check to make sure the fan coil alarms are set to the "ON" position.

## Recycling Reminders

- **Recycle only** clean and empty bottles, jars, jugs, tubs, cans, paper, and **flattened** cardboard.
- **All recyclable items must be loose – NOT IN PAPER OR PLASTIC BAGS.**
- **Styrofoam** can't be recycled in the recycling bins. Take it to ABT Electronics or throw it in the dumpster.
- If you aren't sure if something can be recycled, throw it in the trash.
- If trash items are too large to put down the garbage chute, place the item near the boiler room door for disposal or place them in the dumpster.

## Other Reminders

- Please read newsletters to be well-informed.
- Make sure that secured garbage bags go completely down the chute.
- Diapers, wipes, paper towels, etc. should go in the trash not down the toilet.
- Grease, oil, bones, stringy vegetables, eggshells, coffee grounds, etc. should go in the trash, not down the garbage disposal.

## Be Considerate of your Neighbors and our Maintenance Staff

- If you drop something, pick it up.
- If you make a mess, clean it up. If you can't clean it up, call the office for assistance.

BCCA phone number: (847) 698-3313