

**Chelsea Place Townhome Owners' Association**  
[www.chelseaplacetownhouses.com](http://www.chelseaplacetownhouses.com)  
**Board Meeting Minutes**  
**October 24, 2017**

The CPTOA Board of Directors met on Tuesday, October 24, 2017 at 7:05 pm at the Ingram residence. Board members present were Frank Alberts, Laurel Ingram, John Fikejs and myself.

**Approval of Minutes -**

Motion was made to approve the minutes of the September 20th board meeting. The motion was seconded and approved.

**Treasurer's Report -**

John Fikejs presented the treasurer's report of September activity. A motion was made to approve the September report. It was approved unanimously.

**Old Business -**

The board approved the 2016 audit.

The sidewalk was replaced on unit 0N686.

We went back to Association Partners to correct the window proposal which didn't meet code on windows installed on unit 0N673.

**New Business -**

The new budget for 2018 was discussed. We agreed too a proposed budget to be presented at the December general meeting.

The Board granted API to do minor repairs if less than \$500 except landscaping. Over \$500 must be approved by the Board. We also requested that Ellen give the Board a quarterly report on the minor repairs.

We decided that Acres Landscaping replacing grass mats that were pulled up and not yet done was to be postponed until the Spring.

Kramer plant healthcare recommendation of \$6,173 for the coming year was approved.

We also discussed proposals from Acres & Kramer about removing trees. Acres has proposed to remove 6 trees. Kramer did a walk thru with several board members in September and also presented a proposal for removing 3 trees. We decided to instead to have Kramer remove 4 trees and to ask Ellen to get a revised proposal. The Board will then approve this by email.

We voted to request a bid from Inside Out for painting buildings 8 & 9 in 2018.

We approved Acres for backfill around new sidewalk forms.

Gutter cleaning will be maintained on a case by case basis.

**Adjournment** -

At 8:15 pm a motion was made and seconded to adjourn.

The next Board will be Tuesday, November 14th at the Freeman-Hodges residence.

**Respectfully Submitted,**  
Diane Freeman Hodges, Secretary

