

Chelsea Place Townhome Owner's Association – CPTOA

www.chelseacircletownhomes.com

Board Meeting Minutes

Date: April 5, 2022, Location: Napolitan Residence

Board Members in Attendance Bruce Diederich, Lisa Napolitan, Bill Riban, Mike Young
Meeting was called to order 4:05

Owner's Forum and Committee Reports – No attendees

Approval of Minutes

A motion was made to approve the minutes of the March 2022 meeting by Bruce. The motion was seconded by Mike and approved.

Treasurer's Report – March Financial Report was reviewed and approved

Unfinished/Updated Business

- Approved: contract with Kramer to remove the tree between 674 and 678, \$429
- Approved: New registered agent – Keith Jones of Key & Costello will now be the attorney for the Association. The annual report due to the state of Illinois will be signed and submitted this month.

Landscaping

- Approved: Elevations Landscaping - Contract for Lawn Care, \$19,000
- "Walk Around" – with Elevations Landscaping and Kramer Tree Specialists to be scheduled, with Board and Landscape Committee, late April
- Determined through Village that CPTOA is responsible for the fence behind Bldg # 9
 - Options for removal to be sought

BUILDING MAINTENANCE

- Siding repair on Unit 27W220, requested
- Approved
 - Delay painting of Building #7 until 2023
 - Prioritize gutter replacement for buildings #1, 2, 3, 4, 10 by OD Gutters
 - Updated quote requested
 - Notification of residents – by email or written notice

➤ New Business

Committee Reports

- Lisa/Vince Morrie – Website
 - ChelseaPlace@gmail.com will be used for communication between the Board and members who have signed an API waiver

- Hospitality Committee – Dates approved for
 - Three General Meetings per year
 - Dates Selected –
 - Wednesday, April 27th, 7:00, Location: Unit 679 - Don & Cathie Randolph
 - September 18th, 5:00 Outdoor Social gathering -
 - Obtain permission from neighbors (committee to do)
 - December 7th, 7:00 - Annual Board Meeting – API to host
 - 4 Happy Hour Date – Located on the driveway of 216 & 220, 6:00pm
 - May 20th, June 17th, July 15th, August 19th
- Agenda for General Membership Meeting on April 27th discussed

Adjournment: 6:20

Next Meetings: May 16th, 5:30 at the home of Don & Cathi Randolph, 0N679 Chelsea Circle
June 14th, Location 0N680, Lisa Napolitan
July – the Board will not meet this month

Respectfully Submitted,
Lisa Napolitan, Secretary

Treasurer Report - April 2022

Notes

Operational Cash	\$38,835.03	
Edward Jones R	\$20,735.83	
Edward Jones S	\$157,852.00	
Total	\$217,422.86	

Barrington Check Open Balance	\$38,835.03	
Barrington Check Deposit	\$47,230.00	
Cleared Debits	<\$17,025.27>	
Barrington Check Ending Balance	\$69,039.76	

April Association Fees Collected	\$12,900.00	
Cleared Debts	<\$17,025.27>	

*Checks Written

Edward Jones / Chelsea Pl.	\$3785.00	Auto deduct
API	\$1,494.74	Ck: 20068
Cais LLC	\$601.00	Ck: 20069
Nationwide Insurance	\$ 158.98	Auto deduct
Green Planet	\$ 1,270.00	Ck: 20070
Midwest property Service Inc>	\$107.55	Ck: 20071
Norton & Sons Roofing	\$465.00	Ck: 20072
Chelsea Pl to Assn Dues	\$8850.00	Auto deduct
To OnlinePay 220405	\$293.00	Pre-Authorized debit
Cleared Debits	\$17,025.27	

Association Dues

Delinquent Dues	\$546.58	
Pre Paid Dues	\$1,163.79	