

**Chelsea Place Townhome Owner's Association – CPTOA**

[www.chelseacireletownhomes.com](http://www.chelseacireletownhomes.com)

**Board Meeting Minutes**

**Date: December 7, 2022 Location: API Meeting Room**

**Board Members in Attendance:** Lisa Napolitan (President), Bill Riban (Vice President), Marc Heisler (Treasurer), Laurel Ingram (Secretary), Chuck Sahly (Member-at-Large)

**Meeting was called to order: 7:45pm (following annual Owner's Association Meeting)**

**Owner's Forum:**

- Resident Mike Young met with the board and asked that cost estimates to correct the water accumulating in a dip of his driveway be arranged so that work is completed in the Spring. The board agreed that estimates will be sought so the work can be completed when weather permits.

**Approval of Minutes:** Motion to approve the November 1, 2022, board meeting minutes were approved and seconded.

**Old Business:**

- Additional discussion by the board followed the owner's forum with the planning of a walkaround to see how many other driveways and walkways need to be replaced. Lisa suggested a committee be formed to look at this work and to make recommendations.

**New Business:**

- Two contracts to address drainage swale behind building 4 were reviewed. A motion was made to approve that Chicago Hardscape for a cost of \$950 would complete the work. The motion was seconded.
- API provided the board with an updated budget proposal for 2023. The VP Bill Riben made a motion to to adopt the new budget and Laurel Ingram, Secretary seconded.

**Meeting Adjourned at 8:25pm**

**Next Meeting: Monday, January 16, 7pm**

**Location: 0N680, Napolitan Residence**

**Respectfully Submitted,**

**Laurel Ingram  
Secretary**

Treasury Report – December 2022 (Draft)

Operational Cash	\$58,695.47	
Edward Jones R	\$20,785.06	
Edward Jones S	\$152,115.90	
Other Assets	0	
<b>Total:</b>	<b>\$231,596.43</b>	

Barrington Check Open Balance	\$59,949.49	
Barrington Check Deposit	\$12,605.00	
Uncleared Items	(\$1,234.00)	
Cleared Debts	0	
<b>Barrington Check Ending Balance</b>	<b>\$58,695.47</b>	

2

Association Fees Collected	\$12,605.00	
<b>Cleared Debts</b>	<b>\$13,859.02</b>	Includes auto pay

Checks / Transfers written

API	\$1,023.90	
Chelsea Place	\$3,785.00	Edward Jones (Auto transfer)
NWEDI (Nationwide Ins)	\$98.61	Auto transfer
Lisa Napolitan	\$73.01	20113
Bartlett Tree Experets	\$1,493.00	20110
Jose Anaya & Luz Medina	\$6,910.50	20112
Chicago Hardscape LLC	\$475.00	20114
<b>Cleared Total deductions</b>	<b>\$13,859.02</b>	

Delinquent Dues	\$725.99	
Pre Paid Dues	\$1,530.89	