

Chelsea Place Townhome Owner's Association

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Board Meeting Minutes

October 17, 2019

The CPTOA Board of Directors met on October 17<sup>th</sup>, at 7:00 p.m., at the home of Laurel Ingram.

**Board Members Attending:**

Frank Alberts      Laurel Ingram      Sue Janis

**Approval of Minutes:** Motion was made to approve the minutes of September 16, 2019. The motion was seconded and approved.

**Treasurer's Report:** Treasurer's report was presented by Frank Alberts. A motion was made, seconded and approved.

**Business Discussed**

- Updated homeowner list has been received from API
- Billing from Inside -Out has not been submitted to date. Final walk through is still pending on buildings 1 & 10. Chimney chase repairs for units 677 & 681 also need to be completed, inspected
- Roof leak repaired at unit 674
- No communication from Village of Winfield regarding unit 685.
- Request of removal of Juniper evergreens and replacement by homeowners at 678 & 682 is denied. Necessary removals are being budgeted scheduled for 2020. Request is denied assuring consistency throughout the community. Initial bid from Acres for removal was reviewed.
- Skylight replacement at unit 698, at the cost of the unit owner, was approved.
- Request for trimming of flower tree at unit 670 was denied. This will be included in next scheduled community trimming if found necessary.
- 2020 proposed budget reviewed. Board members agreed to review further and provide additional input prior to final approval. Monthly fees expected to increase due to anticipated gutter replacement.

**Adjournment:** At 9:40 p.m., a motion was made and seconded to adjourn.

**Next Meeting:** November 11th, 2019 @ 7:00 p.m., location TBD.

Respectfully submitted,

Sue Janis, Secretary