

## Chestnut Creek Homeowners Board

Meeting April 15, 2021

Attending: Ryan Bobbitt, Jennifer Gritsavage, Gillen Joachim, Jenny Christoffersen

### Follow-ups

What	Who	When
Begin looking for another bank	Jenni G	Next meeting
Follow-up with Markel to get D&O quote, to see about swim at your own risk and maybe remove swim team	Gillen	Soon
Call Swim Atlanta and get contract and come to check out the pump	Jenni G	Next week
Investigate getting a Traveling PO Box	Gillen	Next meeting
Get list of things to do for Spring Clean-up	Ryan	Next meeting
Get three quotes for the bridge across the creek	Ryan	Next meeting
Call the key access card people get contract and ask for training on system	Jenni G	Next meeting
Put caution tape on the bridge to close it	Ryan	ASAP
Reach out to his vendor – 10 private property no trespassing	Ryan	Next meeting
Work out language for liability sign	Gillen	Next meeting
Draft incident report form	Gillen	Next meeting
Draft new HOA letter	Gillen	Next meeting
Work with Stacy Gibbs on MailChimp	Gillen tell Stacy to call Jenny	Next meeting
Get notice on Facebook about bridge	Jenny C	ASAP
Reach out to prospective committee members	Jenny C	Next meeting

### Motions Approved

#### Insurance

Accept Dickerson/Markel HOA insurance quote pending receipt of acceptable D&O quote and resolution of lifeguard requirement. Gillen moves, Jenny C seconds.

Approved: 4-0

#### Signage

Purchase 10 no trespassing private property signs and 5 liability signs for pool, playground and tennis courts. Gillen moved. Ryan seconds.

Approved: 4-0

#### Property Purchase Fees

Charge a \$100 HOA letter fee and an initiation fee equal to the amount of current HOA dues for all new members. The initiation fee will be waived if the property is not currently already in the association if signed at or before closing. Gillen moves. Jenni G seconds.

Approved: 4-0

## Minutes

### 1. Budget and accounting review

- Latest budget shows a 2.6K deficit covered out of the CD (see attached)
- Insurance is budgeted at \$16K
- Budget was approved at homeowners meeting
- We'll continue to work with this until we have more information
- Hard to know where we are with who has paid homeowner dues with the accounting change over once Jen gets the information, she'll produce invoices
- Still trying to get accounting documents from Tom Coffey

### 2. Insurance – in general we're going to need to self-insure for any claim under 10K to get ourselves back into the good graces of insurers.

- XS Brokers: \$13.8K – Includes D&O
  - 1 million D&O policy
  - 1 million liability and 1 mil general aggregate with \$1K deductible, 1 mil excess umbrella policy with \$500 deductible
  - Consider this to be the middle of the road coverage it has everything we need
- PointeNorth
  - \$14.3K for the total. Doesn't include umbrella which is running around 2.5K - \$17K all in
  - General aggregate 2mil
- Brown & Brown
  - \$17.1K D&O optional. \$18.5K total with D&O included
  - Million D&O
  - 1 million liability with 2 mil aggregate, \$1K deductible
  - \$1 mil umbrella
- Markel
  - \$8.2K missing D&O need to add \$725 for umbrella for a total of \$9K
  - 1 mil liability, 2 mil general aggregate, \$2.5K deductible
  - Umbrella has a scale that goes from \$1mil to \$5 mil
  - Includes swim team
  - Need to see with swim at your own risk
  - Add 2K for D&O so 11K with everything
- Gillen is very comfortable with Markel. They've worked hard, have been flexible and he trusts what they've offered
- Monday is coming up pretty quickly. We may not be able to pull the insurance together by then. If we can't, we'll have a small period with no coverage.

Motion: Accept Dickerson/Markel HOA insurance quote pending receipt of acceptable D&O quote and resolution of lifeguard requirement. Gillen moves, Jenny C seconds.

Approved: 4-0

### 3. Pool

- Pool pump has been shut down. Jenni G will call Swim Atlanta and find out what they're doing for us and get them to come out and check out the pool
- Swim team not that much interest we probably will not happen this year
- Key access. Tom only has full access to the pool. Leah has keys to the locks but no key card. Key cards are all turned off except for the Coffeys.

4. Spring Clean Day
  - Who organizes the work?
  - Ryan will look into what should be done and build a list
5. Bridge over creek
  - Ryan has had one of his people look at it
  - Wood is rotten and the concrete has been displaced because of the creek
  - He'll be getting a quote early next week and a couple more to meet by law requirements
  - Given the insurance situation, the bridge will be closed until it can be replaced
6. Tennis deck
  - Has rotting wood and needs repair
  - Currently getting material quotes to replace upper deck
  - Cost will be covered by the \$4K insurance settlement for storm damage
7. Tennis team
  - Gillen will work with whoever we end up having insurance with about their requirements for liability coverage and waivers for ALTA tennis matches
  - Need to post signs about no trespassing etc. for the courts and the pool also enter at your own risk for non-members
  - Implement incident report form

Motion: To purchase 10 no trespassing private property signs and 5 liability signs for pool, playground and tennis courts. Gillen moved. Ryan seconds.

Approved: 4-0

8. Board meetings to be the first Tuesday of the month at 8 PM. May 4<sup>th</sup> next meeting.
9. Fundraisers
  - Charge an initiation fee when someone moves in to the neighborhood. It is usually the amount of yearly dues
  - HOA letter to closing attorneys we charge \$100

Motion: We will charge a \$100 HOA letter fee and an initiation fee equal to the amount of current HOA dues for all new members. The initiation fee will be waived if the property is not currently already in the association if signed at or before closing. Gillen moves. Jenni G seconds.

Approved: 4-0

10. Committee potential volunteers
  - Pool – Coffeys, Leah Lang, Sarah Bobbitt, Wendy Stone
  - Social – Mary Kubiak, Magda Young, Lauren Joachim
  - Long Range Planning – Ask on Facebook
11. Memorial for Steve – the bridge is a good option
12. Emails and communications – Gillen will get with Stacy Gibbs about using whatever system they're using to communicate to soccer team at Campbell. Try using MailChimp for now since it's free.