**Chelsea Place Townhome Owners’ Association**   
 [www.chelseacircletownhomes.com](http://www.chelseacircletownhomes.com)  
 Board Meeting Minutes  
 May 14, 2018

The CPTOA Board of Directors met on Monday, May 14th, at 7:00 p.m., at the home of Laurel Ingram.

**Board Members Attending:**

Frank Alberts Laurel Ingram Robert Wheatley John Fikejs Sue Janis

**Approval of Minutes-** Motion was made to approve the minutes of the April 23, 2018. The motion was seconded and approved.

**Treasurer’s Report -** Was presented by John Fikejs. Motion was made to approve. The motion was seconded and approved.

**Business Discussed:**

* Prior to the beginning of the Board of Director Meeting, the Board listened to inquires from three homeowners, John Colveck, Lee Olson and Chuck Sahly. The Board advised the homeowners that all maintenance and modification requests should be submitted to API, through the association’s website.
* Tentative walk tough with Inside Out and Acres is scheduled for Tuesday, May 22, 2018.
* Will request James at API to coordinate concrete inspection.
* Discussed request from homeowners for individualized landscaping accommodations and agreed in order to control expenses and maintain uniformity in the community, these requests cannot be approved.
* In the fall of 2018, a walk though will be scheduled with Kramer Tree Service to determine a future schedule for tree replacement.
* Chimney caps replacement not warranted. Caps were replaced at same time as roofs and remain functional.
* Window replacement at 689 was approved upon clarification of the number of windows being replaced.

**Adjournment:** At 8:45 p.m., a motion was made and seconded to adjourn.

**Next Meeting:** June 18, 2018 @ the home of John Fikejs, 0N662 Chelsea Circle.

Submitted for Approval by Sue Janis, Secretary