

Chelsea Place Townhome Owners Association - CPTOA Board Meeting Minutes

www.chelseacircletownhomes.com

Date: Oct 13th, 2025 Time: 6:00pm

Location: ON680

Attending Board Members: Lisa N: President, Bill R: Vice President, Lena Z: Secretary, Barbara H: Treasurer, Mark J: Member at Large

- **Call to Order** – 6:00pm
- **Owners' Forum**
- **Owner Requests for Service and Requests for Approval**
 - 27W204 tree planting – **approved** and completed by owner
 - ON689 - owner is handling correction in the door glass replacement
- **Minutes Approved** - August 25, 2025
- **President's Report**
 - Reviewed Letter to James K. (API President/Owner) requesting discounted rate.
- **Treasurer's Report**
 - General Reserve, Ed. Jones: \$257,365.60
 - Special Assessment – Roofing Reserve: \$0
 - Barrington Bank: \$64,063.33
- **Old Business**
 - Completed Contract Work:
 - Davis Roofing – Roofing completed on Buildings 8, 5, 1
 - Additional work requested now on hold until 2026
 - Chimney caps repairs –
 - Building 10, ON686 - on hold until spring.
 - Building 9, ON675 - on hold until spring.
 - Building 8, ON664 - completed.
- **New Business**
 - Approved - Snow Removal Contract with Chicago Hardscape for 2025- 26 (price per push):
 - 1-2 inches. NO snow removal.
 - 2-4 inches. **\$1200.00** per push (regular price).
 - 4- 6 inches. **\$500.00 extra** from regular price.
 - 6-8 inches. **\$1000,00 extra** from regular price.
 - Requests:
 - Bids for two painting Contract for 2026, Building 8
 - Roofing contract from Davis Roofing for Building 2, 3
 - Review/Update Annual Budget for 2026
- **Next Meeting Dates for 2025:**
 - Wednesday, November 12, 6:00pm
 - Wednesday Dec. 3rd, 7:00pm - Annual Meeting at Winfield Library.
 - Re-election for Lisa (President) & Bill (Vice President).
- **Meeting Adjourned:** 8:00pm

Respectfully Submitted,

Lisa N.

President

Lena Z.

Board Secretary