

Chelsea Place Townhome Owners Association - CPTOA Board Meeting Minutes

www.chelseacircletownhomes.com

Date: November 18, 2024 Time: 3:04pm

Location: 0N680 Napolitan Residence

Board Members in Attendance: Lisa Napolitan–President, Laurel Ingram– Secretary, Barbara Helm–Treasurer

➤ **Owners Forum:**

- John Fikejs attended the meeting.

➤ **Meeting Minutes:** Minutes from the Board Meeting held October 14, 2024, were approved.

➤ **President's Report:**

- Honorable mentions are made to those owners that have gone above and beyond to contribute to the beauty of our complex: Sue and Mark (0N686), Greg and Kathy (27W220), Lena and Doug (0N698), John and Karen (0N663), and the garden behind Jeanine's (0N671). Gloria (27W238) arranged to have a large branch removed from her back yard by a volunteer.
- There was a follow-up meeting with Lisa and Dennis Szewczyk to review the woodwork completed on Building 3. Dennis will also repair wood damage for 27W234.
- The specific tasks that Elevations was assigned to finish by mid-November have been completed.
- Laura's garage door was dented (0N692) as a result of work completed by Elevations, this is being address by Lisa.

➤ **Treasurer's Report:**

- As of November 18, 2024, the Edward Jones General Reserve account balance is \$250,503.31.
- The Special Assessment fund is \$0.

➤ **New Business:**

- Snow removal contract for the 2024-2025 winter season was signed with Elevations at \$1,280 a push starting with 2-4 inches. Salting for ice will be the responsibility of homeowners.
- Spectrum Improvements will paint Building 9 in June.
- A contract for Chicago Hardscape Landscape was received for \$18,850 with more features than Elevation provides, including annual spreading of wood chips. This contract will be reviewed by the new Board at the January 2025 meeting.
- The Responsibility Matrix has been completed and will be distributed to owners at the December 4 Townhall meeting and posted on the website.

➤ **Next Possible Meeting Dates:**

- The annual CPTOA Meeting will be held at 7pm on Wednesday, December 4th at the Winfield Library.
- Monday, January 13, 2025, is the anticipated date of the next Board Meeting.

The meeting was adjourned at 3:55 pm.

Respectfully,
Laurel Ingram, Secretary