

Chelsea Place Townhome Owners Association–CPTOA

www.chelseacircletownhomes.com

Minutes of Annual Meeting of Members

Date: December 4, 2024 Time: 7:00pm

Location: Winfield Library

Board Members in Attendance and Introductions: Lisa Napolitan–President, Bill Riban–Vice President, Laurel Ingram–Secretary, Barbara Helm–Treasurer

- **API Manager Present:** Ellen Curtain, API Association Manager
- **Homeowners present:** 19 units were represented by presence or by proxy.
- **Meeting Minutes:** Minutes from December 6, 2023, Annual Meeting were approved.
- **President’s Report:** Lisa presented a PowerPoint Presentation reviewing:
 - First year of the Special Assessment
 - Accomplishments: Reroofing Bldg. 7 & 9, Painted Bldg. 3,
 - Contracted & proposed work for 2025: Reroofing Bldg. 1, 5, 8, Painting Bldg. 9
 - Contract with Chicago Hardscape Landscape Co. to be reviewed by Board in January 2025
 - Elevations will provide snow removal service for winter of 2025
 - Residents will be responsible to salt their walkways and driveway. In the case of an unprecedented ice storm, the Board will determine to contract this service with Elevations
- **Financial Report:** Barbara Helm, reviewed:
 - Budget for 2025
 - Special Assessment funds for 2024 and forecast for 2025
- **Committee Reports:** Gail Hanson reported that the Social Committee had three TGIF driveway gatherings which were well attended.
- **Introduction of Candidates and Election of Officers:** A motion to approve the candidates for Board positions was made and seconded, and a hand vote was taken. Three candidates were approved for the Board:
 - Barbara Helm
 - Mark Janis
 - Lena Zimmerer
 - Contracts were approved for Davis Roofing & Construction to complete roofing for three buildings and gutters for one building in 2025. They are: as follows:
 1. Building 1 (4 units) for \$41,950.
 2. Building 5 (4 units) for \$42,680.
 3. Building 8 (3 units) for \$32,026
 4. Building 8 Gutters for \$6,380.
- **Homeowner Participation:** Concern with people not picking up after their dogs when walked in on Chelsea Circle

The meeting was adjourned at 7:40 pm.

Next Meeting: Wednesday, December 6, 2023, immediately following the Town Hall Meeting.

Respectfully Submitted,
Laurel Ingram, Secretary