

Chelsea Place Townhome Owner's Association – CPTOA

www.chelseacircletownhomes.com

Board Meeting Minutes

Dates: August 7 and August 14, 2023 7-9:00pm

Location: 0N680 Napolitan Residence

Board Members in Attendance: Lisa Napolitan–President, Bill Riban–Vice President, Marc Heisler–Treasurer, Laurel Ingram–Secretary, Chuck Sahly – Member-at-Large (August 14 meeting)

Note: There was no Board Meeting held in July 2023 and the August Board Meeting was held over a period of two evenings. The August minutes include both the August 7 and August 14 meetings.

➤ **Owner's Forum:** There were no attendees.

➤ **Approval of Minutes:** Motion was made and seconded to approve the June 12, 2023, Board Meeting Minutes.

➤ **Treasurer's Report:**

- ❑ The June and July financial report was reviewed and discussed by the Board. The Board approved both treasurer's reports.
- ❑ The Reserve on July 28th was \$242,258.

➤ **President's Report:**

- ❑ Lisa and Bill met with Chicago Hardscape to learn of their recommendations for landscaping solutions to keep the dirt from eroding between buildings 3 & 4. In addition to asking for a quote to complete that project, a quote was requested from Chicago Hardscape for topsoil and grading between Building 4 & 5, and for snow removal for the 2024 winter season.
- ❑ Contract with AAA Painting for stain and two coats of paint for building 7 in the amount of \$18,615 out of the operational/Barrington account was approved by the board. The contract for wood replacement was also approved.
- ❑ Lisa recommends adding a new category to the 2024 Budget for Storm Damage for \$5,000.

➤ **Unfinished Business:**

- ❑ Concrete replacement quotes were discussed, and a contract is being requested from Bruce Burlingame for work to be done on 1) Replacing the red brick inlays and concrete that has become uneven and dangerous between unit walkways in three locations, and 2) Replacement of a driveway and apron at 0N678.
- ❑ Roofing: The board is planning for another townhall meeting to discuss the roofing project on August 28th at 7pm. By that time there should be 3-4 quotes from roofers and an assessment as to the conditions of the roofs on the various buildings that can be shared with homeowners.

➤ **New Business:**

- ❑ The CPTOA annual meeting and elections are scheduled for Wednesday, December 6 at 7pm at the Winfield Library. Two board positions are up for election at that time.

The meetings were adjourned at 9:00pm.

Next Meeting: Sept 11, 2023, at 3pm

Respectfully Submitted,
Laurel Ingram, Secretary