

Chelsea Place Townhome Owner's Association

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Board Meeting Minutes

September 16, 2019

The CPTOA Board of Directors met on September 16th, at 7:00 p.m., at the home of Sue Janis.

Board Members Attending:

Frank Albert Carl Holtz John Fikejs Laurel Ingram Sue Janis

Approval of Minutes: Motion was made to approve the minutes of August 12, 2019. The motion was seconded and approved.

Treasurer's Report: Treasurer's report was presented by John Fikejs. A motion was made, seconded and approved.

Business Discussed

- Contact information for new home owners will be obtained through API
- Billing from Inside -Out has not been submitted to date.
- Motion was made to waive outstanding fines totaling \$79.79. Motion was seconded and approved.
- Walk through for final inspection of wood replacement/painting for buildings 1 & 10 to be scheduled. Chimney chase repairs for units 677 & 681 also need to be completed, inspected.
- Buildings 5 & 6 will be scheduled for wood replacement/painting in summer 2020.
- Future schedule should allow for buildings to be painted every six years
- Roofs will be inspected at the 17-year mark, beginning 2024
- Lawn care bids reviewed. Motion was made to approve contract with Acres (conditional on meeting insurance requirements), was seconded and approved.

- Snow removal bids reviewed. Motion was made to approve contract with Green Planet (conditional on meeting insurance requirements), was seconded and approved.
- Motion was made to approve Kramer tree removal bid, seconded and approved.
- Future tree removal will be considered once it has been confirmed that the tree is dying or dead.
- Fence company will be contacted to address warped panels along County Farm Rd.
- Awaiting report from Village of Winfield regarding unit 685.
- Request to API to confirm updated insurance requirements be met by all contractors.

Adjournment: At 9:24 p.m., a motion was made and seconded to adjourn.

Next Meeting: October 14, 2019 @ 7:00 p.m., location TBD.

Respectfully submitted,

Sue Janis, Secretary

