

Chelsea Place Townhome Owners Association - CPTOA Board Meeting Minutes

www.chelseacircletownhomes.com

Date: Dec 3rd, 2025 Time: 8:10pm

Location: Winfield Library

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

- **Call to Order:** 8:10pm
- **Owner's Forum**
- **Owners Requests for Service**
 - Tree maintenance: ON698, **Approved**, Owner will pay for removal of limb in Ornamental Pear Tree
- **Minutes Approved** – Dec. 3rd meeting following officer election
 - Proposed Officers - **Confirmed**
 - President – Lisa N.
 - Vice President – Bill R.
 - Treasurer – Barbara H.
 - Secretary – Lena Z.
 - Member at Large – Mark J.
- **Treasurer's Report**
- **Old Business**
 - Official vote and adoption of 2026 Budget - **Approved**
 - Chicago Hardscape – Snow Removal Costs
 - 2-4" \$1,200
 - 4- 6" \$1,700
 - 8" \$2,200
 - Snow removal on Nov. 29, Invoice #130, \$2,200.
 - Assess snow removal happiness
 - Incomplete landscaping items:
 - Fall Cleanup
 - Contract for gutter cleanout for 2026 – requested amount: \$2,500
 - Contract for landscaping 2026 – a few wording updates needed
- **New Business**
- **Next Meeting Dates:** Jan 12th, 2026
- **Meeting Adjourned:** 8:35pm

Respectfully Submitted,

Lisa N.

Lena Z.

President

Board Secretary