

**Chelsea Place Townhome Owners Association–CPTOA**

[www.chelseacircletownhomes.com](http://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 N. –President, Bill R. –Vice President, Laurel I. –Secretary, Barbara H. -Treasurer

- **API Manager Present:** Ellen C., 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 unprecedeted ice storm, the Board will determine to contract this service with Elevations
- **Financial Report:** Barbara H., reviewed:
  - Budget for 2025
  - Special Assessment funds for 2024 and forecast for 2025
  
- **Committee Reports:** Gail H. 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 H.
  - Mark J.
  - Lena Z.
- **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 I., Secretary