

Chatham Village Homeowners Association

Board of Directors Meeting Minutes

Monday, October 14, 2019

Board Members Present: **Bob Hawkins, Secretary**
 Janice Rucks, Treasurer
 Anita Poppenheimer
 Jim Giovanetti
 Kaye Smith

Board Members Absent: **Caroline Dreyfus, President**

Non-Board Members: Kristen Deroche and Kerry Satterfield, Faith Mgmt.

- I.** Call meeting to order- the meeting was called to order by Janice Rucks at 6:05 p.m.

- II.** Establish quorum- established

- III.** Approval of Minutes from August 12, 2019- a motion to approve the Minutes was made by Anita and seconded by Kay.

- IV.** Old Business
 - a. Guest unit lease agreement- The agreement was reviewed and some changes made. Kristen will begin using the agreement.
 - b. Property update-The proposals for the balcony on Julian Court balcony repairs for \$3,147. The BOD agreed the work needs to be completed and approved the proposal.
 - c. St. Frances shrubs and property trees-the arborist did come out. He is going to treat the trees for disease. The tree does not necessarily need to be removed. Kristen checked with several nurseries for pricing. She believes we need a larger tree for the area, approximately 10 ft. trees would be ideal.

Woodland Trees and Reds Tree Service looked at the trees in the Bristol and Chamberlain courtyard. Both Arborists said the courtyard trees just need then canopies raised. The trees are far enough from the foundation. The sidewalks and surrounding ground will show evidence well in advance before it got to any foundation. The type of tree is conducive for the location.

1186- Chamberlain requested approval for the Sunshade approval. The shade is approved as long as the shade is put up when not in use.

V. New Business

- a. 3% HOA fee increase- Caroline asked in past meetings for the BOD to consider this option to build up reserves.
- b. Special Assessment- this will be discussed at the November meeting.
- c. Capital Plan- revision will be completed in conjunction with the Budget.
- d. Financials- reviewed by the BOD.
- e. Credit Card convenience fee-3% (previously implemented)

A motion to approve the financials was made by Bob Hawkins and seconded by Anita. Motion carried.

VI. Open Forum

Ms. Martha is our oldest resident at 103 years young!!

Vickie Johnson- suggested the \$30 parking charge be charged to new residents and \$25 for existing. Members of the Board would like to re-visit this. A motion was made by Jim to raise the current fee to \$25 and new assignments will be \$30. This will be effective January, 2020.

Drainage- 1205 Bristol- prices are being taken and one bid has been received. Homeowner should use the rear entrances on rainy days until additional drainage is added.

Michelle Freeman asked about combining the balconies needed in order to get better pricing.

Gloria said the draining on Noyse may need some more attention.

Paul Roberts- He is fairly new to Chatham Village and very happy with his surroundings, and what is being done at Chatham Village. Also, they are very happy with their neighbors and the staff and the BOD. He would like to encourage everyone to be as positive as possible.

If the electricity goes out, do the gates still work? The gates can manually be opened. The answering service should be contacted immediately for assistance.

The potholes, especially the one in the front, needs to be addressed. Someone asked if the areas could still have an underground leak. Kristen stated they were being sure there isn't a leak issue and will get it repaired once confirmed.

Michelle Freeman asked if the rules for contacting the on-site office were different for renters' verses owners. Management knows of no different contact procedures for renters if it falls under the HOA responsibility.

VII. Adjournment – the meeting was adjourned at 7:43 p.m.