

Chelsea Circle Townhome Owners' Association

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Board Meeting Minutes

November 18, 2014

The CPTOA Board of Directors met on Tuesday, November 18, 2014, at 7:03 pm at Betty's home. Board members present were Carl Holtz, Betty Weinstein, Robert Wheatley, John Fikejs and Rob Hepburn, with Paul Hanson also attending.

Approval of Minutes –

Motion made by Betty and seconded by Robert to approve the minutes of the CPTOA October 14, 2014 meeting. Motion passed unanimously. A copy is attached.

Business Discussed

1. Landscaping Contractor for 2015 - The board discussed of the qualities of the two companies that we have narrowed our choice to previously. The walk through done with each company was very helpful. President Carl asked for a vote to decide which company we should use in 2015. The vote ended with a tie. After more discussion **a second vote was taken and Ground Pros Inc. was chosen unanimously.**
2. Treasurer's Report –
 - A. After John explained the report for the period ending Oct. 31, Betty made a **motion to accept the treasurer's report** as presented. Robert gave the second **and the motion passed unanimously.** A copy is attached.
 - B. John will contact Ellen to get the final billing status with Inside Out regarding the painting completed this summer.
 - C. John will also contact Ellen to update the list of contracts that are currently in place for the Association.
3. Request to wave fine for Unit 667 –
 - A. We **need to know if the back charges for the gutter repairs have been paid** by the owner. The renter's dog has repeatedly chewed on the downspouts in the area.
 - B. The fine for not complying with the window installation is about \$281.00.
4. Business in Residence issue – Robert asked about the new resident at Unit670 request for a letter giving permission to maintain an internet business out of the residence. The Board did not act upon the issue and the resident has moved in.
5. Asian Ash Borer discussion - John pointed out an article in the local news stating that private owners being responsible to treat or remove any Ash Trees on their property. We have several and **this will be considered as we work on the tree care contract for next year.** We also want to consider replacement of some of the large pine trees bordering the shopping plaza behind our complex.
6. Discussion of Board visiting residents - John lead a brief discussion of various aspects of the possibility of the Board members visiting with each owner to encourage awareness and increase communication. **The idea will be shared at the December Members meeting** for their input.
7. Board election at December meeting –
 - A. Rob Hepburn's term is up and he will be moving in the spring. **A replacement will be needed.**
 - B. Robert Wheatley's term is up and he is willing to serve another two year term if needed.
 - C. No other position are open.

Adjournment -

- At 8:50 pm, a motion was made by Betty and seconded by Robert to adjourn. The motion passed unanimously.
- The next Board meeting will be December 3, 2014, after the 7:00 pm All Members Meeting at the Library.

Respectfully submitted,

Rob Hepburn, Secretary