

# Chelsea Circle Townhome Owners' Association

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## Board Meeting Minutes

May 15, 2013

The CPTOA Board of Directors met on Wednesday, May 15, 2013, at 7:09 pm at Rob's home. Board members present were Richard Dihel, Karen Rood, Carl Holtz, Robert Wheatly and Rob Hepburn, with Don Fink also attending.

Approval of Minutes	Motion made by Karen and seconded by Robert to approve the minutes of the CPTOA April 10, 2013 meeting. Motion passed unanimously.
Business Discussed	<ol style="list-style-type: none"><li>1. It was reported that the owner of 0N670 owes past dues. There has been no response to our letters and the letter sent by our lawyer regarding dues owed. Therefore a motion was made by Carl and seconded by Robert to place a lien on the 0N670 property. The motion passed unanimously,</li><li>2. Discussion regarding our current registered agent was brought up by Dick. Our current agent, Mr. Chitkowski of Warrenville has very high fees. Dick recommended we switch to a different agent, Kent Yonke of Wheaton because he has lower fees , has a smaller firm and can provide more personal service.. Robert made a motion to release Mr. Chitkowski and retain Mr. Yonke as our agent. The motion was seconded by Karen and passed unanimously. Kent Yonke, Esq. 100 W. Roosevelt Rd. Building A-4 Suite 205 Wheaton, Illinois 60189</li><li>3. The financial report was given by Carl. A copy is attached. A motion was made by Karen and seconded by Robert to accept the report as presented. The motion passed unanimously.</li><li>4. Don Shared the following information regarding maintenance:<ol style="list-style-type: none"><li>A. Light fixtures - The new fixtures should arrive Thursday, May 16. However, Lowes has not notified him yet.</li><li>B. Don received a schedule of repairs needed before painting can get started. There is quite a bit to be done. Dave Schultz of Dependable is giving a bid to be weighed against the cost of repairs submitted by the painting company.</li><li>C. Don noted that the windows above the garage of the 0N667 Unit, which is currently a rental, are beyond repair. He noticed this when some work previously was done.</li></ol></li></ol>

Business Discussed	D. Walk-through comments – (Based on the April 27 <sup>th</sup> landscaping walk through) <ol style="list-style-type: none"><li>1. We are getting pricing on juniper replacement</li><li>2. Mulch will be laid at the end of May.</li><li>3. Some trees will be removed</li></ol>
Adjournment	<ul style="list-style-type: none"><li>• At 8:07, a motion was made by Karen and seconded by Robert to adjourn. The motion passed unanimously.</li><li>• The next Board meeting will be June 5, 2013, 7:00 pm at the Winfield Fire Station immediately following the Chelsea Circle Townhome Owners Association meeting.</li></ul>

Respectfully submitted,

Rob Hepburn, Secretary