

# **Chelsea Oaks Homeowners Association Inc**

## **Board Meeting Minutes**

**November 17, 2021**

### **Opening**

The regular meeting of the Chelsea Oaks Homeowners Association Inc was called to order at 7:17 pm on November 17, 2021 in Board of Directors Zoom meeting room by President of the Board Nancy Craig. A proof of notice was completed previous to the start of the meeting and the board established a quorum for the meeting.

### **Present**

Board Members that were in attendance were: Nancy Craig, Bryan Bishop, Bernadette Boardman, and Karl Miller. Christina Kelly from Ameritech were also present.

### **Approval of Minutes**

The minutes of the previous meetings were talked about and then a motion to waive the reading of the October 20, 2021 minutes was made by Bryan. Bernadette seconded the motion. A vote was called, motion was voted on and passed 4-0.

### **Legal Update**

There was not anything new to add for a legal update. There has not been anything new to report of behalf of the appeal.

### **Financial Update**

Christina Kelly provided the board with a financial update. She provided the board with the funds that are in the operating (\$87,600.74) and reserves account (95,742.70). The Board received the money generated by three estoples from the sale of Cassidy Properties. The board was made aware there is \$5,000 outstanding at this time for the

balance of the roofs that were completed. That amount is not going to be paid until all of the items that have been identified on the punch list are corrected. If the cleaning is not done promptly, April's Cleaning company or another company will be used to get the cleaning of the driveways completed and invoice for the work will be billed to the roofing company.

The 2022 Annual meeting will be Wednesday 15 December in person at the church. The date and location might change. This will be for budget planning and voting for three seats on the board. There needs to be 14 days notice prior to this important meeting. The audit might be ready for the December meeting.

#### Old Business

Roof replacement. Nothing new to report.

There are areas that have been marked for sod replacement. Next week the areas will be scraped, and new sod placed in these areas.

Irrigation update- Brad and select Board members will be provided access to irrigation. The vendor will determine how to complete this. Egress is pending due to the construction of the storage facility gate. Larry replaced pipe with six inch pipe in the area of the egress for the storage unit facility.

Rain gauge, flood monitor, and valve adjustments. There is a delay in of the solar water gauge.

Boring of the new conduit has been completed. Must follow up to see when the wire will be replaced.

#### New Business

There have been issues people walking through individual's yards. The Board will get some quotes to close the area where there are missing sections of fencing off of Torrington Circle.

The Annual Meeting will take place in person at the church on December 15, 2021. Everyone who attends this event will have to wear a mask.

People were not stopping at the stop sign by the gate. There have been issues with people going out of the in gate. Gate schedule was talked about. There was a decision made to keep both gates closed at all times.

Bryan made a motion to complete irrigation work by Sprinkler Solutions. Bernadette seconded the motion. There was discussion about that work that needed to be completed. The motion was voted on and passed 4-0.

#### Open Discussions

Time was allowed for any open discussions. There were talks about the gate, a community mailbox, continuity book for the board, to take pictures of Chelsea Drive to record the wear and tear of the road before people from the storage units start to use the driveway.

#### Adjournment

Bernadette made a motion to adjourn the meeting. Bryan seconded the motion. The meeting was adjourned at 8:20 pm. by Nancy Craig. The next board meeting will be on December 15, 2021. They occur every month on the third Wednesday until January 19,2022.

Minutes submitted by: Karl Miller

Secretary

Chelsea Oaks HOA Board of Directors

Approved by: Name