

# **Chelsea Oaks Homeowners Association Inc**

## **Board Meeting Minutes**

**October 19, 2022**

### **Opening**

The regular meeting of the Chelsea Oaks Homeowners Association Inc was called to order at 7:29 pm on October 19, 2022 by HOA Board 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, Teri Martin, and Karl Miller. Christina Kelly from Ameritech was also present.

### **Approval of Minutes**

The minutes of the previous meetings were talked about and then a motion was made by Bryan to waive the reading of the Board Meeting and approve the minutes that took place on September 21, 2022. Karl seconded the motion. A vote was called, motion was voted on and passed 4-0. Nancy refrained because she was not present for the last meeting.

### **Legal Update**

Dan Pilka did not provide the board with an update on the case. The previous entry from last month is here as a reminder where we currently stand. Dan stated the reply brief was filed and waiting for the court to set a date for oral argument. Mr. Pilka did speak with COM's lawyer Mr. Miller several times and did submit a counteroffer back to Cassidy to review. If offer gets accepted, a meeting would have to be called and the majority of the homeowners would have to approve the offer and amend the articles.

Dan stated that there are still ongoing discussions taking place. (Chelsea Oaks Management Company, et al. v. Chelsea Oaks Townhomes Case No: 2018CA-003149-0000-00). If anyone has any further questions to reach out to Dan Pilka by phone. His Brandon office number is (813) 653-3800 and his Lakeland office number is (863) 687-0780. You can also email Christina Coffey at [Ccoffey@pilka.com](mailto:Ccoffey@pilka.com) or call and ask to speak to Shirley.

## **Financial Update**

There is petty cash of \$300.00 being held on the property to be used to pay for minor bills that come up during the month.

The Operating Account currently stands at \$175,670.65. The Reserves currently has a balance of \$142,338.34. Total delinquencies \$54,981.92. Most of this amount comes from the Casidy's properties. Lowes is waiting for the payment for the painting that was completed.

## **Old Business-**

### **a) General Maintenance**

#### **1) Building Paint Project # 4-**

The project was completed last week. There are a few little issues that need to be corrected. Chris will contact Jim to see when all of the corrections will be completed. The final payment has been sent out for this project yet.

#### **2) Storm Drains**

There has not been a change yet. Scott Hood still needs to provide a quote for the work that needs to be completed to correct the issue. The drains are currently under water. He will be providing the board with a quote on the fence posts that need to be added to the concrete. This secures the hole.

### **3) Vents**

This is still an ongoing issue. The vents that we have are not the correct size. The issue still is not resolved. Chris will reach out to see who could complete the work.

### **4) Clubhouse Access upgrade**

Chris is going to confirm with Gate Tech on October 20, 2022 to ensure that they have the equipment and when they are going to be able to install the equipment. The notices will be sent in the mail on October 20, 2022 to let homeowners know how to proceed to get a new card

### **5) Cincweb – HOA Website**

Bryan is working with Ameritech to get some answers to questions about the system.

### **6) Landscaping Proposals**

Florlawn is two weeks out from being able to come out and complete the work that is needed. Teri stated that with the trees being trimmed it brought more light into the yards.

## **New Business-**

### **1) Hurricane Damage and status-**

Chris is waiting to hear back from James Number One Roofing with the update from when they visited the property. James will contact the homeowner with the water damage to schedule a time to get this work completed. Fence damage still has some work to be completed. Chris and Nancy walked the property. Chris is waiting for a quote back from James to get the work completed.

## **2) Landscaping Proposal Sedgeford-**

Florlawn sent out soil samples to see what is causing issues. Waiting to hear back on the results.

## **3) Annual Meeting**

December 11<sup>th</sup> 2022 at 3:00 pm. The location of the meeting will take place at Shepherd's Community United Methodist Church. The 2023 Annual Budget meeting will take place along with the election on the new HOA Board. Chris is going to send out a form 30 days before the meeting to be able to complete the nomination form and be able to attend the meeting. We will also be sending out the Annual Budget to all homeowners.

## **Open Discussion**

There was discussion that took place.

## **Adjournment**

Bryan made a motion to adjourn the meeting. Teri seconded the motion. The motion was voted on and passed 5-0. The meeting was adjourned at 8:23 pm by Nancy Craig. The next board meeting will be on November 16, 2022. They occur every month on the third Wednesday.

Minutes submitted by: Karl Miller

Secretary

Chelsea Oaks HOA Board of Directors

Approved by: Name