

Chelsea Oaks Homeowners Association Inc

Board Meeting Minutes September 21, 2022

Opening

The regular meeting of the Chelsea Oaks Homeowners Association Inc was called to order at 7:06 pm on September 21, 2022 by Vice President of the Board Bryan Bishop. 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: 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 Teri to waive the reading of the Board Meeting and approve the minutes that took place on August 17, 2022. Karl seconded the motion. A vote was called, motion was voted on and passed 4-0. Bernadette thanked Karl for the construction of the minutes.

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 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 \$164,118.46. The Reserves currently has a balance of \$125,227.64. Total delinquencies \$64,202.72. Most of this amount comes from the Casidy's properties. Lowes has been completely paid for paint project #3 and #4.

There was a motion made by Karl to approve and get the last painting project completed prior to 24 October 2022. Bernadette seconded the motion. A vote was called, motion was voted on and passed 4-0.

A copy of the 2020 audit was provided to the board.

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

Scott Hood still needs to provide a quote for the work that needs to be completed to correct the issue. 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

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

On October 24, 2022, the company will be out to begin the process of rekeying the cards that residence have. A notice will be sent out to all residence so they can get a new key for the clubhouse.

New Business-

1) Cincweb – HOA Website

Members of the board have requested access for the system. The board is currently working with Ameritech to get the process going.

2) Paint Project #5

There was a motion made by Karl to approve and get the last painting project completed prior to 24 October 2022. Bernadette seconded the motion. A vote was called, motion was voted on and passed 4-0.

29 Buildings completed

24 Buildings remaining

12 buildings \$66,975

There was discussion about having another round of painting. Also spoke about possibility of doing some roofs. A motion was made by Bernadette to approve the cost of 12 buildings that came to \$66,975.00. The motion was seconded by Teri. The motion was called for a vote and passed 4-0.

3) Landscaping Proposals

The board is waiting on quotes for landscaping refreshment. These are the areas that have current issues. The areas that are affected are on Torrington Circle. Florlawn provided a quote to the board so far of a little over \$12,000 to complete the work. Bryan walked with them to show the areas that need to be fixed. They are working on a quote for Sedgeford Drive. A motion made by Bryan to approve the trouble landscaping areas on Torrington Circle. Teri seconded the motion. A vote was called, motion was voted on and passed 4-0.

4) 2023 Budget

There has not been any discussion on this or work completed as of yet. There should be a status update by the next board meeting. The budget can be presented at the annual meeting. Both of these items can be done together.

5) Annual Meeting

Nancy is going to work with the church to find a good date to hold the annual meeting when she gets back from vacation. The budget meeting has to be completed in December.

Open Discussion

There was discussion that took place about lawn maintenance.

Adjournment

Bernadette made a motion to adjourn the meeting. Teri seconded the motion. The motion was voted on and passed 4-0. The meeting was adjourned at 7:53 pm by Bryan Bishop. The next board meeting will be on October 19, 2022. They occur every month on the third Wednesday.

Minutes submitted by: Karl Miller

Secretary

Chelsea Oaks HOA Board of Directors

Approved by: Name