

**CCHA Budget 2022 Board of Directors Meeting
Order of Business Tuesday November 2, 2021, at 7:00 p.m.**

Board of Directors:

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|----------------|---------------|
| President | Jay Patel |
| Vice President | Brian Smith |
| Secretary | Shirley Brown |
| Director | Brandy Hunter |
| Treasurer | Troy Yocum |

Community Assoc. Manager:

Lea Minalga

Jay Patel President's Report & Updates

The Agenda and August 3, 2021, BOD Meeting Minutes to be read and approved.

- A. Homeowner Hearings (5) were held several evenings to discuss, assessments, grass issues, swings. and changing Declaration request for enlarging Decks and Patios. Outcome: Decisions pending after more research.
- B. Covid-19 Update. Masks will be required in the Clubhouse due to recent Delta variant Cases.
- C. Three Bids for Association Insurance regarding quotes to insure the exterior of the Units and not having the homeowner do so except from Walls In (Condo Insurance). Country Financial, Farmers, and Corkill Insurance Agency will provide quotes. Declarations would have to be changed and 170 members would need to approve this. Discussions, committees, insurance agents presenting the Benefits to this switch. Lots to go over. – Tabled until 2022.
- D. Door Frames, Doors and Trim around door. Doors are a homeowner responsibility as it the Door Frame that holds the doors on. Trim around doors is considered part of the Door Unit as well so who is responsible? Discuss. Vote.
- E. Swings must all be down by now. Any swings still up are an automatic \$130.00 fine.
- F. Scott with Pointe Electric inspected both Salem and Alexandria Garages for electrical issues. It was determined that the sensors need replacement and we decided to put Timers on them from now on. It should solve the problem. Still waiting on the Timers (backordered).
- G. Reserve Study: It is recommended to conduct a Reserve Study every 3-5 years. Perhaps we should budget for one for 2022. Tabled until 2022.
- H. Garage Inspection: Saturday, October 2, 2021, and Make Up Date, Saturday, October 9, 2021 were canceled this year due to an emergency. drone
- I. Drone & Security Cameras Policy: Read and vote to adopt or not.
- J. Complaints: All complaints must be in writing and emailed at ccha1490@sbcglobal.net or mailed. **No phone calls or anonymous messages will be accepted.** Residents, please stop calling the office with complaints or requests! We want these in writing. The complainant must have “Who, What, When & Where” on it and agreeable to being used as a witness if needed (while confidentiality will be honored, and name will not be revealed unless necessary for court). Pictures are good evidence but **do not take pictures of kids.** Text Lea@ 630-327-9937 if you need something. Refrain from calls on weekends (unless dire emergency). Please respect the Manager and the Board's private time. Thank you.

- K. Assessments are due on the 1st of every month. They are late on the 10th day of the month and a \$25.00 fine will be given automatically. If any member is over 60 days late on assessments, they will be turned over to the attorney for Collection automatically.

Troy Yocum

Financial Report:

- ❖ Balance Sheet & Profit & Loss Report –
- ❖ Checking Account –
- ❖ Reserves –
- ❖ Receivables
- ❖ BUDGET 2022 – Vote. Budget reflects a 4% (? Troy what is exact percentage) increase in assessments to \$235.00 a month beginning January 1, 2022.

Brian Smith

Grounds Manager Report

- ❖ TSI Snow Removal Season begins November 15, 2021. They commence to clear snow at 1 inch. We will be sending out procedures of theirs and for us to abide by. Snow removal is a team effort.
- ❖ TSI is finishing the end of Landscaping season, getting leaves up and general clean-up.
- ❖ TSI did or is completing aerating throughout the Commons. They broke their machine so it took longer.
- ❖ We removed and pruned several trees this season. Skyline did the work.
- ❖ We think mower hit a Gas Pipe pushing it into a homeowner's house. TSI stated that their equipment was not marked, no one saw this or took pictures, so they feel they are not responsible. Pictures as you see things can really help. This was an expensive repair.
- ❖ Residents MAY NOT put yard waste debris out in piles for TSI to remove. They will not remove or dispose of without charging. Residents doing their own yard work must put waste in appropriate yard refuse bags and in the garbage.
- ❖ 3 applications of fertilizing was done this year by TRUGREEN. We have a lot of crabgrass currently that will be tackled in the spring.

Brandy Hunter

Clubhouse/Pool/Asphalt/Concrete Report

Pool:

Clubhouse:

Parking Rules: (remember Steve Frost on Arlington expects a respond).

Sidewalks on Both Ends of Koster are uneven and need to be replaced, jacked up or ground down. To be determined by Board next course of action. Homeowner at 1201 Koster did fall on the uneven sidewalk by her house.

Clubhouse Alarm: Keep going off one evening and day but ADS came and seemed to fix the issue.

Looking into carpet cleaners.

Clubhouse Rental Contract: Vote.

You can add to all this or remove....whatever you want Brandy to discuss.

Concrete: Spring 2022 inspections to see most in need of concrete early spring.

Shirley Brown

Roofs/Siding/Gutters/Railings/Garages Report

- ❖ Joshel Garage MUST be roofed and sided in early spring. Emergency. Plans on to do Delaware Roofs and Siding, possibly (I forgot but will look).
- ❖ 3-Unit Building on Charleston is getting a roof done now. Emergency.
- ❖ We highly recommend before or at the time of these major Roof/Siding projects that owners consider new windows, sliding doors, skylights, insulation, and deck repairs to be done (if necessary). Your home is an investment, and these expenditures will only enhance your property as we do our part to upgrade as well.

- ❖ Shutters: Shutters cost \$100.00 a pair to buy and hang. Discussion ongoing about doing the sides and back of units.
- ❖ Front door painting and matching shutters of newly siding building will be done in the spring.
- ❖ Front door frames are homeowners' responsibility to repair if the wood gets rotten from water.
- ❖ Meyer Metal company will custom make Railings for any new stoops being done. We are only required to put up one railing if they already had a railing. If resident wants 2 Railings, they will need to purchase one.
- ❖ Gutters will be cleaned all at once after he leaves fall in Mid November. During a heavy downpour do not fret for it is natural for a gutter to not hold the onslaught of water and really is NO cause for alarm.
- ❖ Building costs keep going up so we must only do work next year that is a real priority or water leaking etc. 2022 will be a year to be prudent with funds until we see how the economy goes.
- ❖ Please pay your assessments as it does impact the Association negatively when people are late, behind or not paying. Thank you.

Homeowner Forum: Only if time allows. Send concerns, work orders and comments to ccha1490@sbcglobal.net

Adjourn Meeting. [Candidates Meeting – Tuesday, January 4, 2021 @ 7:00 PM at the Clubhouse](#)
[Election Mtg. Tuesday, February 1, 2022 at 7:00 PM at the Clubhouse](#)