

CCHA Board of Directors Annual Meeting MINUTES
Tuesday February 1, 2022, at 7:00 p.m.
In Person and Zoom Meeting
ID: 769 1543 7576 Password: ccha1490

Board of Directors:

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

Community Assoc. Manager: Lea Minalga

The following are the Minutes of the Board of Directors of Chesapeake Commons Homeowners Annual Meeting held on Tuesday, February 1, 2022, at 1490 Geneva Drive, Geneva, IL 60134 and via a Zoom Meeting for those who did not want to attend in person. The meeting was called to order at 7:00 PM by President Jay Patel. The Minutes of the November 2, 2021, and the evening's Agenda were both read and approved.

Jay Patel President's Report & Updates

- A. Covid-19 Update. Masks and social distancing will be required in the Clubhouse. Private parties are allowed. The office is closed to the public until further notice because of Covid.
- B. No Election Nominations were taken from the Floor (no Members present) and voting was closed at 7:05 PM. Troy Yocum, Shirley Brown, Lea Minalga and homeowner Laura Harmasch (Potomac Court), gathered all ballots and retreated to another room to count votes. This process was done on camera.
- C. Insuring outside of buildings instead of homeowners doing so. **Tabled.**
- D. Door Frames, Doors and Trim around door. Doors are a homeowner responsibility as is the Door Frame that holds the doors on.
- E. Decorative Trim around doors is considered part of the Door Unit as well so homeowners are responsible.
- F. Swings are not allowed anymore.
- G. Scott with Pointe Electric put new Timers on all Garages.
- H. 12 garages have Circuit Breakers for each court. These breakers must be easily accessible for us to get to. No furniture, shelving or other obstacles must be in the way and a clear path to the circuit breaker must be open. We also need keys, code, or a way to get into the Garage in case the power goes out. Fines will be given if people block this access.
- I. Security Cameras Policy at pool or clubhouse Front door: Discussion and review of the Attorney's opinion on the matter. A motion was made and seconded to not allow cameras at the POOL or on the Front Door of the Clubhouse. – **No Cameras at pool or in clubhouse.**

- J. Complaints: All complaints must be in writing and emailed at ccha1490@sbcglobal.net or mailed. **No phone calls or anonymous messages please.** 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 address and phone number. Pictures are good evidence but **do not take pictures of kids.** Text Lea at 630-327-9937 if you need something.
- K. **Refrain from calls on weekends (unless emergency). Please respect the Manager and the Board’s private time. Thank you.**
- L. Assessments are due on the first of every month. They are late on the 10th day of the month and a \$25.00 fine will be imposed automatically. If any member is over 60 days late on assessments, they will automatically be handed over to the attorney. **No payment plans, no exceptions as of January 1, 2022. Assessments are \$235.00 this year.**
- M. **Please pay your monthly assessments on time** as it impacts the Association **negatively** when people are late, behind, or not paying. The well-being of the entire Association is impacted. Thank you.

Troy Yocum

Financial Report:

- ❖ Balance Sheet & Profit & Loss Report
- ❖ Checking Account – \$54,043.79
- ❖ Reserves – **\$114,732.15**
- ❖ Receivables
- ❖ **Please remember assessments are now \$235.00/Month as of January 1, 2022.**

Brian Smith

Grounds Manager Report

- ❖ TSI Snow Removal Season begins November 15, 2021. They commence to clear snow at (1) inch. Is TSI doing a reasonable job of clearing snow?
- ❖ During Ice Storm the Board became very involved in delivering and applying Salt personally being this was out of the Scope of TSI. We did hire TSI to apply De-Icer, but it was an added fee.
- ❖ TSI has “Zero Tolerance” clients like hospitals, so we are their second priority. We are not their top customer so we must be patient.
- ❖ If you need salt or anything else during a Snow Event, please text Lea at 630-327-9937. We do not promote members applying their own Salt, as homeowners tend to put too much down. This is wasteful and causes considerable corrosion to concrete, asphalt, and landscaping. These products must be used sparingly. Less is more and a light, even coating is always best.
- ❖ Kevin (former Sebert Manager), now with Hannon Landscaping; has submitted a bid for 2022 and keeps calling to see what Board is thinking.

Brandy Hunter

Clubhouse/Pool/Asphalt/Concrete Report

Pool: Clearwater was given the go ahead to fix the pump. I will be investigating need for additional pool furniture to replace broken pieces in the Spring.

Clubhouse: We are paying \$50 a week to have the Clubhouse cleaned. Alarm contract is still being reviewed. We have had no further issues with the alarm. So far, no new secure drop box has been purchased. Clubhouse rental contract. The Board will have an Executive Meeting soon or wait until the May Meeting to discuss merit of a one-time daily fee to rent clubhouse instead of our current \$35.00/Hr. fee. **Tabled.**

Concrete: Inspections will be done this Spring with West Suburban Concrete. If your name is already on the list from previous years, we have your request. We will do stoops and sidewalks based on need and finances. The city was contacted about the Sidewalk outside of Koster and they will evaluate in the Spring as the concrete was done for the year.

Asphalt: Walk through will be done in the spring and contract modified to include additional crack seal. Asphalt will be done after concrete. Salem, Dunham, Charleston and Alexandria will be done in 2022.

Parking Rules: Tabled.

Shirley Brown

Roofs/Siding/Gutters/Railings/Garages Report

- N. Joshel Garage MUST be roofed and sided in early spring. Emergency. Plans to do Delaware Roofs and Siding 4-Unit Building at 1633, 1643, 1653 & 1663. We will decide next year if we can even afford to do other roofs/siding and based on priority. Prices have soared.
- O. 3-Unit Building on Charleston at 1412, 1414 & 1416 got new roof and gutters in October. Emergency.
- P. Koster Garage was damaged by West Suburban Concrete Trailer over the summer and is being repaired by RWB Construction. West Suburban Concrete has paid for the damage and the repair. Aluminum siding just came in so this work will be done as soon as the weather permits.
- Q. 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*).
- R. Front door painting and matching shutters of newly siding building will be done in the spring.
- S. Front door frames are homeowners' responsibility and so is the decorative trim to repair if the wood gets rotten from water.
- T. 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. Average price per side depending on risers is between \$530.00 – \$1200.00.
- U. ***During a heavy downpour do not fret for it is natural for a gutter to not hold the onslaught of water and is NO cause for alarm.*** People who repeatedly call the office to have gutters cleaned routinely, will be charged for the price of the contractor doing this work. Normally the gutters are clean after getting a man up on the ladder. We do clean gutters every fall.
- V. Building costs keep going up so we must only do work that is a real priority or urgent like water leaking etc. 2022 will be a year to be prudent with funds until we see how the economy goes.

Election Vote Counts:

Jay Patel – 37, Brian Smith – 29, Brandy Hunter – 37, Dylan Thurston – 19, Toney Avello – 7.

Congratulations to Jay Patel, Brian Smith and Brandy Hunter for winning another Two-Year Term on the CCHA Board of Directors. We thank Dylan Thurston and Tony Avello for participating.

*****Homeowner Forum: Any homeowner who wants to speak on the ZOOM Meeting must identify themselves by name and address to participate in the meeting or ask questions. Thank you.**

Next Regular Board of Directors Meeting in Clubhouse (and /or ZOOM) will be Tuesday, May 3, 2022, at 7:00 p.m.

Adjourn Meeting- 8:45 PM