

**CCHA Board of Directors Annual Meeting  
Order of Business 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

**Jay Patel      President's Report & Updates**

Read and approve the November 2, 2021, BOD Meeting and tonight's Agenda.

- A. Covid-19 Update. Masks and social distancing will be required in the Clubhouse. Private parties are allowed. The office is closed until further notice because of Covid.
- B. Gather all Ballots or Proxies, take nominations from the floor (if any) and close Election at 7:00PM. Board and Manager will count Ballots on camera.
- C. Insuring outside of buildings instead of homeowners doing so. Tabled for further research?
- 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 in the spring anymore.
- G. 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. Most timers are now installed but one court.
- H. 12 garages have Circuit Breakers for each court. These breakers must be easily accessible to us to get too. 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 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: Review. **Vote.**
- J. Complaints: All complaints must be in writing and emailed at [ccha1490@sbcglobal.net](mailto: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 emergency).** Please respect the Manager and the Board's private time. Thank you.

- K. Assessments are due on the first of every month. They are late on the 10<sup>th</sup> 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. **No payment plans, no exceptions as of January 1, 2022. Assessments are \$235.00 this year.**
- L. **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 affected. Thank you.

**Troy Yocum**

**Financial Report:**

- ❖ Balance Sheet & Profit & Loss Report
- ❖ Checking Account –
- ❖ Reserves – **\$114,719.31**
- ❖ 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 involved in delivering and applying Salt being this was out of the Scope of TSI. We did hire them, but it was an added fee to apply Salt.
- ❖ 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**.

**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. Previously 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:** Previously Tabled

**Shirley Brown**

**Roofs/Siding/Gutters/Railings/Garages Report**

- M. 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.
- N. 3-Unit Building on Charleston at 1412, 1414 & 1416 got new roof and gutters in October. Emergency.

- O. Koster Garage was damaged by West Suburban Concrete Trailer over the summer and is being repaired by RWB Construction. West Suburban Concrete is paying for the damage and the repair. We are waiting on the aluminum siding to come in.....back ordered all this time.
- P. 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*).
- Q. Front door painting and matching shutters of newly siding building will be done in the spring.
- R. Front door frames are homeowners' responsibility and so is the decorative trim to repair if the wood gets rotten from water.
- S. 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.
- T. . ***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.***
- U. 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.

**Announce who won the Election 2022.**

**Homeowner Forum:** Only if time allows. Send concerns, work orders and comments to [ccha1490@sbcglobal.net](mailto:ccha1490@sbcglobal.net)

***Adjourn Meeting.***