

## The Minutes of the Board of Directors of Chesapeake Commons HOA Annual Election Meeting Tuesday, February 7, 2017

### Board Members Present:

Mr. Jay Patel	President
Mr. Brian Smith	Vice President
Mr. Troy Yocum	Treasurer
Ms. Shirley Brown	Secretary
Mrs. Sheila Nienhouse	Member
Lea Minalga	Community Association Manager
Residents	(4)

The following are the Minutes of the Board of Directors of Chesapeake Commons Homeowners Association held on Tuesday, February 7, 2017 at 1490 Geneva Drive, Geneva, IL. 60134. The Meeting was called to order at 7:10 p.m. by President Jay Patel. The Minutes of the 11/1/2016 BOD Meeting were read and approved, as was the Agenda.

### President's Report

President Patel opened with Old Business of a tabled discussion on a motion to ban Wind Chimes.

#### – Not Approved

President Patel introduced **Shirley Brown** and **Troy Yocum**, they then shared a few words about themselves. They are up for re-election to the Board for another 2-year term. No other candidates ran. Board voted on **Delinquent Account Payment Policy**, meaning oldest invoice to be paid first. –

#### Unanimously Approved / Resolution Signed

#### CCHA Resolution regarding Insurance and Damage caused by Insurable Loss Policy – Unanimously Approved / Resolution Signed

**Interior Damage** Responsibility - President Patel stated that per our governing documents (*See Article V and Article VII, Section 7.02 of CCHA Declarations*) and attorney that the Association is not responsible for repairing or replacing interiors of units, even if the damage may be caused from an outside leak, etc. That is and always has been the responsibility of the homeowner or the homeowner's insurance.

#### - Approved

It was noted that dues are binding, legal obligation. A **\$25.00** fine is given if dues are paid late on the 10<sup>th</sup> of month or after. Any dues older than 60 days are automatically turned over to attorney for Collection.

It was noted that as of 1/1/2017 IL Condo and HOA Boards may continue to conduct "executive sessions" to discuss business, governing and community matters but must vote at "Noticed, Open Meetings" only.

A motion was made to have all garages with wall dividers **required** to have Vault Release Lock devices installed (**\$50.00 for device and installation if our crew does it**) and to encourage all other residents to have them installed as a safeguard if power should go out, moving forward. – **Approved**

It was noted that residents can ask for a Hearing with the Board to dispute or appeal violations but the meeting will be set-up by the Board and around their schedule. After the hearing meeting, the Board has 5 days to render decision.

**2017 Holiday Decoration Contest Judging Committee** will be co-chaired by homeowners Frances Bondi / Carol Perry with member Jacquie Spenader. Judging criteria – Curb Appeal, Unique Design, Creative Use of Lights and Decorations, Display and Placement and Overall Presentation. Committee may have other ideas and/or rules but will report to the Board. – **Approved**

President Patel stated that residents are to contact the office when they have work order requests and not call our crew directly. Best to email at [ccha1490@sbcglobal.net](mailto:ccha1490@sbcglobal.net). If residents want a crew member for interior work apart from CCHA then resident may call the crewman directly and as long as work is not being done on Association time.

**CCHA and Geneva City-Wide Garage Sale** will be held **Friday, April 21 & Saturday, April 22 from 8 a.m. to 4 p.m.** each day. **\$5.00** Fee to participate. Call office at 630.208.0369 or [ccha1490@sbcglobal.net](mailto:ccha1490@sbcglobal.net) Crew can install **Light Fixtures** (*same as fixture on garages*) for **\$35.00** on front or rear of townhomes if needed. Or resident can buy light fixture at **\$12.00** and install themselves.

President Patel remarked there is ongoing problem with **dog waste**. Routine inspections of yards will result in a **\$115.00** fine if dog waste is present.

**Garage Inspection and Garage Door Maintenance** will be **Saturday, May 13, 2017 at 9 a.m.** and make-up date will be **Saturday, May 20 at 9 a.m.** To pass inspection, a vehicle needs to be able to fit inside Garage. Please have Garage Door open by 9 a.m. Crew will close door.

#### **Treasurer's Report**

Mr. Troy Yocum stated that as of 12/31/2016 checking acct. had **\$10,212.42** and reserves had **\$160,624.02**.

#### **Grounds Report**

Vice President Brian Smith motioned that Sebert be hired again for landscaping this year. – **Approved**  
V.P. Smith stated that spring projects include cutting down 9 trees, pruning 40 trees, dead bushes to be removed and replaced (if needed), turf aeration, 1<sup>st</sup> application of fertilizer applied, beds edged and mulch to be put down.

Mulch prices being looked at now.

Grub Control to be done this year.

Jesus Soto to get Pesticide Applicator certification in March.

Updated list of Trees for our 50/50 Tree Replacement Program. (*Available upon request*)

50/50 Retaining Wall program this year.

#### **Clubhouse/Pool Report**

Member Sheila Nienhouse stated that **Clearwater Pools, Inc.** will continue to be our pool contractor and are under contract with us for 3-years, this being their 2<sup>nd</sup> year.

Pool Season begins **Saturday, May 27 at 10 a.m. Memorial Day Weekend**. Pool Rules will be distributed in early May.

Window Works installed 4 new windows at the Clubhouse in January.

Kitchenette idea for lower level of clubhouse to be researched for pricing, feasibility. – **Tabled**

#### **Asphalt, Concrete, Siding Report**

Secretary Shirley Brown stated that S & D Roofing will be replacing roofs as needed.

Inspections of roofs and concrete to be done in early spring.

Secretary Brown motioned that new Railings be installed on the side, instead of drilling into the tops of cement stoops. – **Approved**

It was recommended that only 1 Railing be installed on stoops, not 2; to save the life of the concrete stoop. If homeowner wants both then they can pay for one. More discussion needed. – **Tabled Railings** – Continue to build our own vs. hiring maintenance free company to do? Price comparison needed. – **Tabled**

**Potomac and Windsor Courts** to be **asphalted** this summer and Board trying to do **Charleston** as well if budget will allow. All 12 Courts will have then been done.

**Sealcoating** and striping to be done on Alexandria, Arlington and Joshel. Other courts to be inspected for need.

Spring **Gutter and Downspout** cleaning on units and garages, front and back. Downspout extensions put on where needed. If extensions fall off please let office know because water can pool around foundation and cause seepage.

**Only Siding** that needs to be washed will be done and with **low pressure washing** and diluted bleach solution.

Front doors, kick plates, trim and garage doors to be painted court by court as needed.

Railings sanded and painted court by court as needed.

### **Homeowner Forum**

Resident stated Sebert did nothing when they damaged / killed plants after she reported problem to office, wondering how things would be different this year?

Resident reported that many garages are used like a storage bin and what Association intends on doing to correct this?

Resident inquired about the process of Elections and how candidates are chosen to run for the Board?

Resident stated that someone (*not from CCHA*) allows their dog to go in his yard and what can be done about this?

**Homeowner Tony Avello announced that Shirley Brown and Troy Yocum won Election with 24 votes each.**

President Jay Patel asked Board if anyone wanted to switch positions for upcoming year and it was decided that he would step down as president and Sheila Nienhouse would assume that position once more.

**Meeting Adjourned at 8:50 p.m.**

**Next Board of Directors Meeting will be Tuesday, May 2, 2017 at 7:00 p.m. in the Clubhouse.**

Submitted by: Shirley Brown, Secretary