

# Chestnut on the Green Phase I Board Meeting Minutes

February 12, 2019 – 7:00 PM

1. GENERAL: Meeting was called to order at 7:02 PM. Officers in attendance: Jon Buralli, Kim Blaze, Jim Ryva. Officers absent: Joan Rucker and Lily Nueva Espana. Also present Laura Sneed from Elite Management.

1.1. Approval of minutes for the October 16, 2018 Board Meeting

**M: Kim 2nd: Jon Vote: Motion Carried**

2. FINANCIAL AND ADMINISTRATIVE

2.1. Financial Report – Elite

2.1.1 Operating Funds - \$30,377.56

2.1.2 Reserve Funds - \$189,373.25 **The Association had an operating surplus in 2018 of just over \$17,000.00, this amount was transferred back into the reserve fund.**

2.1.2 Total Assets - \$215,274.54

2.2. Management Report – *Presented by Laura Sneed*

- *It was reported by several homeowners that Ground Pros is doing a commendable job with this seasons snow removal. This positive feedback was sent to the crews.*
- *Ann Dee decorated the Chestnut sign for the Christmas Holiday, a special thanks to Ann for volunteering her time.*
- *Owners from 7227 and 7235 experienced flooding damage in their units during the extreme cold snap this winter units. Both owners are working with a remediation company and insurance to make the necessary repairs.*
- *Several work orders were submitted to the Association handyman for light fixture repairs since the last board meeting.*
- *The owner of 7214 Flagg Creek contacted management for a roof leak. A work order was issued to Barry Roofing to investigate; while onsite they found exposed nails and lifter shingles the necessary repairs have been made. The second phase of the roof repairs will begin this spring. The roofs that will be completed this year include:*

7200-7210	2019
7201-7209	2019
7212-7218	2019

*The cost of this year's project will be approximately \$96,000.00.*

- *Correspondence sent since the last meeting included the Association newsletter, end of year financial information and reminders about holiday decorations.*
- *At the end of 2018 the Association was able to transfer a \$17,000.00 operating surplus into the Association reserve account.*
- *The Associations Annual Report was filed online at the end of 2018.*
- *The Associations attorney sent correspondence to a unit owner as requested by the Board.*
- *No units have closed since the last board meeting.*

2.3. Approve Ombudsperson Complaint Resolution Policy

**M: Jim 2nd: Kim Vote: Motion Carried**

3. BUILDINGS AND GROUNDS

*There were no items up for approval*

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### 4. OPEN DISCUSSION FROM BOARD

**There was discussion of how much money the Association has spent in snow this season. Laura Sneed reported the Association had spent \$7,631.00 so far this season and the budget was \$15,500.00 it is still possible the Association will come under budget for snow. There was discussion if the Association could find someone else to salt the property. Laura mentioned the Association could forgo salting and leave it up to the individual homeowners to salt their own areas. Kim Blaze asked if it was possible to provide salt to each owner some more discussion followed.**

**Jim Ryva asked if the Master Association would consider refreshing the landscape bed at the front entrance and by the North pond. Laura from Elite explained there were minimal funds in the Master budget for this type of work. Mr. Ryva thought they could get volunteers to put in new plant material. It was recommended they put a proposal together to provide the Master Board of directors.**

**Laura informed the board she contacted all owners who still had Christmas decorations up; the replies were mostly favorable and homeowners have since taken them down.**

**Kim Blaze asked when the second phase of the roofing project would start. Laura planned to contact Barry to ensure we could start in the spring.**

### 5. OPEN FORUM FOR RESIDENTS: No homeowners were in attendance

### 6. ADJOURNMENT: 8:00 PM

**M: Jim 2nd: Kim Vote: Motion Carried**