

**CCHA Board of Directors Regular Meeting**  
**Minutes August 6, 2019 at 7:00 p.m. – DRAFT**  
*(Subject to Board approval at the next regularly scheduled board meeting)*

**Board of Directors:**

<b>President</b>	<b>Jay Patel</b>
<b>Secretary</b>	<b>Shirley Brown</b>
<b>Pool/Clubhouse</b>	<b>Sheila Nienhouse</b>
Quorum Present:	Yes

**Absent:**      **Vice President**                      **Brian Smith**  
**Treasurer**                      **Troy Yocum**

**Community Association Manager Lea Minalga**

**Members in Attendance:** (6)

**The following are the Minutes of the Board of Directors of Chesapeake Commons Homeowners Association Meeting held on Tuesday, August 6, 2019 at 1490 Geneva Drive, Geneva, IL 60134. The meeting was called to order at 7:01 p.m. by President Jay Patel. The Minutes of the May 7, 2019 meeting were read and approved, as was the Agenda.**

## Call to Order:

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

- A. **Decks and Patio Policy Resolution: Tabled.**
- B. **Patios, Decks, and Yards are being inspected after residents have complained about neighbors having messy areas that overflow unto common ground. Notices will be sent, then fines given (\$130.00) if not tidied up by the date given in notice. Decks/Patios are to have 1 Grill and 1 Patio Set.**
- C. **Garage Inspections Saturday, October 12, 2019 at 9:00 a.m. and make-up date will be Saturday, October 19, 2019 at 9:00 a.m. To pass a Garage Inspection a car must be able to fit inside garage. Garages are not to be used for storage. At the time of Inspection, we will be doing yearly maintenance on hinges and springs so do not forget to have door open.**
- D. **CCHA has always passed out the BOD Meeting Minutes to all homeowners. Motion made to cease that practice and instead post in office, on website, copy upon request or emailed. – Approved.**
- E. **CCHA Facebook Page: After several complaints by residents feeling “bullied”, “creating wedges between neighbors” and 3 separate contractors hesitant to work here after hearing rumors of this FB pages negative comments possibly hurting their businesses, a motion was made to remove the page entirely. – Approved.**

**Troy Yocum** (*Report read by President Patel*)   **Financial Report:**

- ❖ **Checking Account 06/30/2019 - \$13,979.89**
- ❖ **Reserves 06/30/2019 - \$104,639.56**
- ❖ **Board is reviewing (3) CPA's for 2018 Audit – Cantey Associates – Karen Skoric, Cukierski & Cochrane, and FSB&W: Tabled for update from Mr. Yocum.**

**Brian Smith** (*Report read by President Patel*) **Grounds Manager Report**

- ❖ 2019 – 2020 Snow Removal Bids – Midwest Sealcoating, Acres Landscaping, Ground Pros, Sebert, Geneva Pools – Reviewing.
- ❖ TRUGREEN – It was suggested by TRUGREEN that Association opt for 4 fertilizing applications instead of only 3 for health of the turf. – 4 Applications \$9,600.00 - Approved.
- ❖ Several new part time crew members as follows – J.J., Javier, Jesus Sr., Kevin, Danny, Jose and Bert. Ryan?
- ❖ Aeration – looking at prices of doing work in-house or hiring out. It was suggested by homeowner to see if Sebert or TruGreen would give us a better bid cost if they got all the jobs included in multi-year contract like grub control, fertilizing and aeration along with mowing etc. – a turnkey, all-inclusive service. Review.
- ❖ Bushes: We lost a lot of bushes due to cold winter and they are being removed. We cannot replace all of them this year and nor do some front beds even need them replaced as many have multiple bushes overgrowing into the space as it is. It will be the discretion of the Board and the budget to determine how many bushes we can replace. Shrubs and trees have gotten extremely high in price this year. We do not replace bushes on the sides or the backs of townhomes.
- ❖ Skyline Tree Service took down several trees and pruned our trees over several weeks this summer. - \$27,405.00.
- ❖ Tree Rings where trees were removed will be leveled and cleaned up as soon as we can.
- ❖ Power Washing was done by RWB Construction in early spring. - \$32,414.00.
- ❖ Sod was put down in three locations.
- ❖ Dirt and Over-seeding being done throughout the Commons where needed.
- ❖ Grub Treatment was applied by Bruce (crew member) in troublesome areas.
- ❖ Dirt Pile on Delaware is being used up as fast as we can get workers to allocate it where it needs to go. We need men with trucks.

**Sheila Nienhouse**

**Clubhouse/Pool Report**

- ❖ Pool closes Monday, September 2<sup>nd</sup> Labor Day at 8:00 p.m.
- ❖ Hours are 10:00 a.m. – Labor Day Weekend, and Noon – 8:00 p.m. Weekdays.
- ❖ Abbreviated Hours start when school begins and those hours during the week will be 4:00 p.m. – 8:00 p.m.
- ❖ For several years we have allowed Adults to enter through clubhouse and swim at their own risk before the guards come. This was approved by both our insurance agent and the lawyer and same concept as when pool attendants go on break every 45 minutes where adults can swim (*but not children*). The Lifeguards requested we not let people in before they clean the pool first just for convenience sake. A motion was made to not allow adults into the pool area before official opening time for the rest of summer. – Approved.
- ❖ Ms. Nienhouse made a motion to have caps/hats made with CCHA on them that our crew could wear while working here to identify them to residents. – Tabled.

**Shirley Brown**

**Concrete/Asphalt/Railings/Foundations/Roofs Report**

- ❖ Concrete Project done by West Suburban Concrete July 26, 27 & 29. 11 Jobs - \$19,345.00.
- ❖ Railings – Jose Serrato (welder) building several railings and Meyer Metal to do some on Windsor per homeowner request.
- ❖ Concrete work tore up some grass and ruined a bush, but our crew will put everything back in place and add dirt, seed or stones back as they should be.
- ❖ Asphalt Sealcoating on Charleston.
- ❖ Sink hole on Charleston driveway by storm drain and repair on Joshel quotes - \$60000.00.

- ❖ Shutters being hung soon on Delaware and Washington. And doors painted to match.
- ❖ Charleston (3 units) and Alexandria (6) units to be getting tear-off and roof replacements early next month by RWB Construction.
- ❖ Gutters being cleaned as needed and several units have gotten gutter guards installed in areas where lots of trees continuously clog gutters.
- ❖ Trim and Kick plates being painted and Garage Doors.
- ❖ Ten Garage Doors have been replaced and many garage springs and tracks have been replaced and serviced.
- ❖ Dryer Vent covers are \$25.00 to have our crew replace.
- ❖ Siding repairs being done throughout as needed.

#### **Homeowner Forum                      Questions and Comments**

Homeowner Brandy Hunter suggested CCHA having an email blast for all announcements and notices since we are doing away with the FB page. She and her daughter Payton graciously volunteered to take on that project of getting all emails from homeowners and setting this up with goal to be up and running in September.

Homeowner stated that bushes planted in front of dryer vents can cause them to die.

Homeowner on Dunham likes the idea of no bushes on the garages when they die out. Cleaner look.

Pool clean and pool attendants doing great job at the pool stated homeowner.

#### **Next CCHA Board Meeting:**

**Next CCHA Budget Board of Directors Meeting – Tuesday, November 5, 2019 at 7:00 p.m. - Chesapeake Commons Clubhouse**

**Adjourn Meeting – 8:00 pm**

**Submitted by: Secretary Shirley Brown**