

05/08/2025 CHPOA General Meeting Minutes – Meeting via Zoom (recorded by AI Soulier)

Board members in attendance: Bill Evans, Jeff Wright, Tara Pressley, Lane Webster, George Higgins, Property manager present: AI Soulier

Board members absent: David Scanga, Erskine Alvis

Residents in attendance: none

The meeting was called to order at 7:03 PM

Jeff Wright shared the proposed agenda for the meeting and Bill Evans motioned to approve the agenda. Member Jeff Wright seconded. Motion approved.

Residents Forum

No residents present

Review/Approval of Minutes

Jeff Wright suggested approving the April closed session minutes over email and the board agreed. Bill Evans motioned to approve the April open session minutes, Tara Pressley seconded, and the board unanimously approved.

Unfinished and New Business

No new or old business

Property Managers Report (AI Soulier)

As submitted, with correction for account balances for April 4th 2025 in the property manager's report should have been listed as May 4th 2025. 11 residents currently have not paid their dues, with 10 people who owe money to CHPOA. The front entrance has a backflow preventer installed and has passed inspection. Spring flowers will soon be added. Bill Evans clarifies that flowers have been added already.

Committee Reports

Architecture (Jeff Wright): One post construction project is currently waiting on a building permit. No new applications. The committee is working to create internal policy documents for consistency of process.

Documents Review (George Higgins): No meeting this month. The action item to be considered is a bylaws question. George Higgins suggests an email with proposed bylaws and abstract of changes with a referral to CHPOA website. After responding to any feedback in the June meeting the committee hopes to send mail to residents for them to approve of the new bylaws. Jeff Wright wants the bylaws approved in time for board terms to change for the next election so he can accurately describe the length of term. Nominations are needed by October and George Higgins thinks it will be resolved well before then. He will send the board a proposed timeline.

Finance and Maintenance (George Higgins): George Higgins wants to create a standard procedure for unallocated funds usage. CD question of laddering aka 12 month 9 month 6 month CDs etc. The committee created a policy where any penalty or fee under \$10 will be waived, but this doesn't apply to unpaid dues. The committee will also create a policy for NSF checks where all checks result in a \$25 fee. Jeff Wright motions to approve policy, Bill Evans

seconds, and the motion passes unanimously. Lane Webster asked about a standing water issue at the playground. Al Soulier mentioned a previous consideration of french drain installation years ago. Bill Evans suggested filling tracks worn in the swing area as a simpler solution. David Scanga thinks having a permanent solution instead of a recurring problem could be worthwhile use of unallocated funds and supports the french drain solution. A site visit is proposed by several committee members to determine the severity of the problem.

Community Activities (George Higgins): Potluck information was sent out but received minimal RSVP. George Higgins asks if this is enough to justify continuing, with Tara Pressley supporting continuing as a way to build momentum for future events. Bill Evans suggests repeating RSVP communication. Al Soulier mentions he sent out the RSVP previous Sunday with the board meeting invite. The board unanimously supports Tara Pressley's suggestion.

Communications (George Higgins): George Higgins met with Melissa Walter, the retiring committee chair, who shared the documents she's created for the committee. Further details to be resolved in the upcoming committee meeting.

Nominations (Jeff Wright): The committee is working on a message about board openings, but need details about how long the terms last before they can be sent out. In this message the committee will also inform people they can serve on committees without needing to commit to board membership.

Next meeting will be 06/05/2025 at 7:00 PM.

Erskine Alvis motioned to adjourn the regular session, with David Scanga seconding. The motion passed unanimously. The regular session adjourned at 8:12 PM.