

08/07/2025 CHPOA General Meeting Minutes – Meeting via Zoom (recorded by Al Soulier)

Board members in attendance: Bill Evans, Jeff Wright, Tara Pressley, Lane Webster, George Higgins, David Scanga, Erskine Alvis

Property manager present: Al Soulier

Board members absent: none

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 Informed the board that the July minutes were still in progress.

Unfinished and New Business

CHPOA temporary records storage Currently the records are stored in the homes of board or committee members. Since Al Soulier is moving soon and has records at his home, there is a question of moving all of those materials. The finance committee had wanted to rent a climate controlled unit until all the files can be digitized. Jeff Wright spoke about his concern over the process for email votes from committees to the general board. He had no objection to the committee's plan, but wanted it discussed at a board meeting. George Higgins proposed a motion for securing the temporary climate controlled storage, and Jeff Wright seconded before it was unanimously approved by the board.

Digitizing records was the next piece of business. Previously the AC committee had considered digitizing their records, but discovered many obstacles from categorization and a storage system. Given that we don't know how much we need to digitize it's hard to estimate the price to do so. This month will be spent determining the digitization needs. Al Soulier mentioned that staples, frayed documents, and non standard sizes were all problems with digitization of the documents. The documents committee was tasked with determining which kind of documents can be disposed of.

Front sign removal questions, the sign has a message informing residents the sign will be removed by 8/31. Based on resident feedback the board will vote in August whether to remove the sign.

The next question is mission statements for committees. David Scanga will be drafting the board mission statement. Some of the mission statements are still outstanding. There was also a question about the finance and maintenance committee's consideration about a proposed gaga ball court. Once the resident presents information about the proposed equipment and space requirements, this information will be given to the communication committee to determine resident interest. Tara Pressley had some concerns about the precedent of doing ga ga ball for people and then other niche interests will make requests. The board decided to proceed with the plan anyway. The finance committee will propose a policy for \$25 fees for insufficient funds

Property Managers Report (Al Soulier) Report as submitted. Al Soulier spoke about the issue of the welcome wagon. Tara, Melissa, or Al would bring a plant and information sheets as a welcome to the

community. This stopped after Marshall moved and Al is trying to determine who should be in charge of this process. Should we continue this, or just send them the welcome letter and directory information form. Jeff Wright suggested the property manager still send the letter and directory information form, even if there is not currently interest in maintaining the welcome wagon. August is when the budget process begins so all committees should consider what they should request. George Higgins offered to inform committees of historical funding patterns.

Committee Reports

Architecture (Jeff Wright): Dave Scanga successfully tracked down the permit approval for the town for the shed on Lafayette. Language for unapproved building notices was considered but not approved.

Documents Review (George Higgins): Report as submitted.

Finance and Maintenance (Bill Evans): RIP lacrosse goal. Mulch around the swing set redistributed. Mission statements for finance and maintenance are in the minutes, discussion of lien, and the climate controlled storage.

Community Activities (Tara Pressley): Report as submitted.

Communications (George Higgins): Community sign removal strategy as previously discussed.

Nominations (Jeff Wright): No meeting. There was a question of whether the loss of the drop box for votes will hinder turnout. Tara Pressley suggests community activities have an event to aid in recruitment.

Al Soulier proposed a PO box to replace the previously used drop box.

The next meeting will be 09/04/2025 at 7:00 PM.

Bill Evans motioned to adjourn the regular session, with Erskine Alvis seconding. The motion passed unanimously and the regular session adjourned at 8:09 PM.