



**Chapman Place Condominium Trust
Board of Trustees Meeting Minutes
March 8, 2022, Regular Session**



ATTENDEES: President Linda Novelli; Vice President Debra Brideau; Treasurer Sharon Pollitt; Secretary Anna Piccolomini; Trustee Harry Shattuck; Trustee Marianne Pierce; Property Manager Gary Zimmerman

Meeting called to order at 6:30 pm
Visitor(s): none

APPROVAL OF BOARD MINUTES: Motion by Marianne to accept the minutes from the last meeting with changes, second by Anna Vote 6-0

<i>Issue</i>	<i>Discussion</i>	<i>Action or Vote</i>
Financial Statements — Balance Sheet and Income/Expense		
Review of action list		
Insurance bid	Talking with a company that would like to go out and get a bid for insurance for Chapman Place. They would like permission from the Board to continue.	Vote: Motion by Sharon to have this company go out and get a bid to insure Chapman Place, second by Marianne. 6-0 Action: Contact company to proceed with getting a bid.
Fence at South entrance update	Fence has been completed and blends in nicely with the rest of the fence.	
Office computer update	Neither computer in the office is windows 11 compatible.	
Wash outs	We have had 2 washed out areas – 1 at the guardrail by unit 87 and one at the driveway at unit 86. Not a wash out but U-Haul truck drove on the lawn and edge of unit 80’s driveway and caved in the corner.	Action: Have Gary H. locate some baseball size rocks to put by the guard rail to help with future washouts. Cold tar was put in unit 86’s driveway to stop further washouts. Contact JJT construction to see if they can fix the areas with hot tar.
Roofing update	Deposit given to Northstar roofing. Tentative schedule to start is in April	
Pool	What will be the pool hours this year	Vote: Motion by Sharon to have pool hours 11am-7pm, second by Anna. 6-0 Action: Notify lifeguards and update pool documentation and website.
Unit owner correspondence	unit 119	<u>All correspondences to be sent out within 7-10 days.</u>
FYI’s – • <u>Wo’s</u> : created 9, open 8 • <u>CCR</u> : created 4, open 2		

Executive Session:

Executive session	nothing	
-------------------	---------	--

Motion by Marianne to adjourn the meeting, second by Debra. 6-0 7:30pm