



Chapman Place Condominium Trust

Board of Trustees Meeting Minutes

November 8, 2022, Regular Session



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

Absent: Treasurer Sharon Pollitt

Meeting called to order at 6:28 pm

Visitor(s): none

APPROVAL OF BOARD MINUTES: Motion by Debra to accept the minutes from the last meeting with changes, second by Harry vote 5-0-1

Approval of the annual meeting minutes: Motion by Harry to approve the annual meeting minutes with changes, second by Anna vote 5-0-1

<i>Issue</i>	<i>Discussion</i>	<i>Action or Vote</i>
Financial Statements — Balance Sheet and Income/Expense	Suggestion to setup water bill payments online; we have 11 accounts with the water dept.	Vote: Motion by Linda to pay water bills online, second by Debra 5-0-1 Action: Create account and setup bills
Review of action list		
Record mail voting on power of attorney	Anna signed a paper giving our attorney the power of attorney to sign for the sale of the land to IL Camino.	Mail vote : 6-0
Sale of land	Land sold to IL Camino has been finalized Final sale was \$26,840.40 -- \$159.60 was taken out for taxes	Action: Deposit check to reserve account
Item from annual meeting- suggestion to purchase a weed whacker for unit owner use	Board reviewed suggestion and decided not to do this for liability issues, time to keep track of it and maintenance of the equipment.	Vote: 5-0-1
Item from annual meeting – Have clubhouse rental available until pool opens	Board reviewed suggestion and decided to have the clubhouse available until the pool opens mid to late June.	Vote: 5-0-1
Need to remove 1 building for capital plan in 2023	Need money to re-do the pool and start putting new heat sensors in the attic. Building 14 will be rescheduled. Building 24 and 25 are together and building 12 has a water issue.	
Sharon Pollitt (treasurer) gift card	Sharon has been doing a lot work above and beyond the treasurer's responsibilities. This has saved us from having to consult with our accountant which we would be charged for.	Vote: Motion by Marianne to give Sharon a \$100 gift card for helping above and beyond, second by Linda. 5-0-1 Action: Purchase a gift card for her.
Unit owner correspondence		<u>All correspondences to be sent out within 7-10 days.</u>
FYI's – • <u>Wo's</u> : created 19, open 13 • <u>CCR</u> : created 13, open 3		



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Executive Session:

Executive session	Balances over \$500	
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Motion by Marianne to adjourn the public meeting, second by Anna 5-0-1 7:40pm