**Chips Crossing Homeowners’ Association**

**Board of Directors Meeting Minutes**

6:30 P.M., Thursday, September 21, 2023

Pool Parking Lot

**Board Members Present Non-Board Members Present**

Janet Penn (Vice President) Doris Stokey

Betty Haas-West (Secretary) Carol Harris

Caroline Jones (Treasurer) Don Chandler

Bill Clements Carol Jones

Matt Ehler Sue Arwood

Joy Fender Donald Herriman

Lisa Phillips Susan Lobertini

Carissa Wagers

Susan Ehler

**Board Members Absent:**

James Gronewald (President)

Brea Roland

**Call to Order**

Certification of quorum and meeting called to order by CCHOA vice president Janet Penn at 6:32 PM.

**Homeowner Questions/Comments:**

Presentation by Barnett roofing: Barnett Roofing has been in business 20 years in Knoxville. They have a 25 year workmanship warranty and 50 year shingles. GAF is the manufacturer of their shingles. Every year they inspect all the roofs, blow them off and blow out the gutters. They install new flashing and new drip edge and new fans. They will submit a bid to the board via email.

Janet read a letter from Karen Francis with questions she had for the board. One question was about the speed bumps. We previously agreed to move the ones at the curve and separate the others so that there are only two at each place. James has a drawing of where we want them to be placed. Janet will talk with Dan about getting this taken care of this fall.

Dan picked up the supplies for the mail house repair but they sent the wrong materials. We are waiting for the correct supplies to arrive.

Repaving streets cannot be done until we have all roofs replaced and have additional money to pay for street work.

A homeowner mentioned that the back of the houses backing up to Andes look bad. We will ask the homeowners to clean their gutters and their siding.

Matt will talk with the homeowner who has the truck parked sideways in his yard to advise him that it needs to be moved into the driveway. The Rules and Regulations for the community state that homeowners may not park in their yards.

**Approval of Board meeting minutes:**

*Motion made by Caroline Jones and seconded by Lisa Phillips to approve the meeting minutes of August 21, 2023. Motion carried and minutes approved.*

**Treasurer’s Report – Caroline Jones**

Financial report for August, 2023 was discussed.

*Motion made by Betty Haas-West and seconded by Matt Ehler to approve the financial report for August 2023.  Motion carried and approved.*

**COMMITTEE REPORTS:**

**Maintenance & Repairs** – Janet Penn

We had one request from 8525 regarding a ceiling leak. Dan has checked the leak and it appears to be coming from the air conditioner. Dan will check it again and if this is correct, the repair will be the homeowner’s responsibility. We have 26 roofs completed. The last nine units required an additional 25 squares at a cost of $9713.75. *Motion made by Janet Penn and seconded by Bill Clements to approve paying the additional $9713.75 to Jones Roofing. Motion carried and approved.*

Matt brought up the issue with Erin’s roof. *Motion made by Matt Ehler and seconded by Bill Clements that prior to roofs being replaced we inform homeowners that if the inside firewall falls when roofers are replacing the roofs, it is the homeowners’ responsibility to fix the issue caused to the inside ceiling. Motion carried and approved.*

**Architecture** –James Gronewald

No report

**Website** – Betty Haas-West

No report

**Long Range Planning** – James Gronewald

No report

**Grounds** – Matt Ehler

Matt will talk with Dan about whether or not he can install the street signs. If Dan is going to be unable to install the new signs, Matt will find someone else who is able to do that and get a bid.

Prior to installing the new signs, there are trees that have to be trimmed where the signs will be installed. Matt is going to talk with Daniel to get a bid for trimming the trees as soon as possible so that we can get the street signs installed.

**Nomination Committee** – Joy Fender

No report

**Pool** – Lisa Phillips

The pool has been officially closed, the sign is up and the no parking signs are down.  Campbell's Pool has started the tile repair and will repair the concrete.

The man from Campbell’s showed Lisa some damages taking place in our pump room from using salt.  He strongly encourages us to go back to chlorine; he thinks we may have to replace the pool pump again next year due to the salt corrosion and we definitely need to replace the rusted electrical outlet.  *Motion made by Lisa Phillips and seconded by Betty Haas-West to go back to chlorine. Motion carried and approved.*

We are in need of some strong men and women to store away our pool furniture for the season.  Lisa will post a sign at the mail house with the date and time for moving the furniture.

Thank you to everyone that helped maintain the pool this year, especially those that covered multiple weeks of pool duty.

**Budget** – Janet Penn

**Volunteer** – Matt Ehler/Joy Fender

**BUSINESS TRANSACTED BY EMAIL:**

*On August 18, 2023 a motion was made by Caroline Jones and seconded by Janet Penn that we have Tammie send letters to homeowners when they are 2 months behind in their dues and then place a lien on any property after 3 months of non-payment of dues. Eight board members voted yes by email. Motion carried and approved.*

*On August 27, 2023 a motion was made by Janet Penn and seconded by James Gronewald to reroof pod #19 (includes unit at 8471 Norway which has a roof leak) instead of pod #15. This will increase the cost of roofing by $10,225 because pod #19 has 5 units. All board members voted yes by email. Motion carried and approved.*

*On September 6, 2023 a motion was made by Lisa Phillips and seconded by Betty Haas-West to hire Campbell & Sons Pool to repair the pool tile at a cost of $10,650 and to do our pool maintenance in 2024. The opening and closing of the pool will cost $335 each and weekly maintenance will be $79 per week plus the cost of chemicals. Eight board members voted yes by email. Motion carried and approved.*

**OLD BUSINESS:**

Storm Drains on Denmark St.

Joy talked to Van Tyler and he should be able to get to our job in about two weeks.

Roofing

We still have 2 to 3 pods that need to be roofed this fall. *Motion made by Janet Penn and seconded by Lisa Phillips that we do 3 more pods this year. Motion carried and approved.*

**NEW BUSINESS:**

Bookkeeper’s Fees

Tammie Slagle, our bookkeeper, has asked for an increase on her monthly fees from $300 to $400. She is doing more work for us than when she began several years ago. *Motion made by Caroline Jones and seconded by Janet Penn to increase our payment to Tammie to $400 per month. Motion carried and approved.*

**NEXT MEETING:** Thursday, October 19, 2023 6:30 p.m. at the pool parking lot. In case of bad weather, the meeting will be held at 8524 Islandic St.

**Adjournment:**   Meeting adjourned at 8:36 p.m.

Minutes respectfully submitted by Betty Haas-West