

Minutes of the Chelsea Woods Homeowners Board of Directors Meeting
February 17, 2025 5:30
1505 Yuma Lane N, Plymouth, MN 55447

In Attendance:

Bonnie Johnson, President
Tom Navratil, Vice President
Jean Stanke, Treasurer (Absent)
Becky Evenson, Secretary
David Wilson, Member at large - Architectural Chair
Roderick Hedner, Member at large - Environmental Chair
Barb Drews, member at large
Jesse Glassmann, CWA Property/Grounds Manager
Judy Kramer, CWA/Business Manager

Homeowner Guests:

Joshua & Denessa Gackstetter - 16440 15th Ave N
Lisa Berry - 1880 Black Oaks Lane N
Dan and Annie Arnold - 1607 Black Oaks Place N
Susan Hammond - 1820 Black Oaks Lane N
Carolyn Walden - 1845 Black Oaks Lane N
Barbara Slater - 1850 Archer Lane N Plymouth
Gayle Wilson - 16365 15th Ave N
Myrna Orensten - 1511 Black Oaks Place N

Call to order

5:30 PM by President Bonnie Johnson

Adoption of the agenda

Adopted by all board members in attendance.

Approval of Minutes

The minutes of the November 2024 Board of Directors meeting were approved.

Homeowner Forum:

Joshua explained the details of his insurance claim and how the letter from the board could support his case. *Board Response: Bonnie assured him that the board would consider his request and provide an update based on advice of legal counsel.*

Carolyn Walden, Gayle Wilson and Susan Hammond deferred to other residents below.

Lisa Berry, Sue Hammond, and Annie Arnold raised concerns about the lawsuit against RoCal, specifically regarding legal fees and potential costs if CWA loses. *Board Response: The board is unable to comment on ongoing litigation. Pursuant to our bylaws, any member of the association may review financial information and must schedule an appointment. Limit 1 hour.*

Annie Arnold accuses this board of “running two sets of books”. When asked for evidence of such a serious accusation, Annie produced nothing, other than “she thinks”.

Board response: This is a very serious allegation. The Board categorically denies the allegation. Ms. Arnold has not produced any evidence to support the allegation. Without evidence, the allegation is defamatory to the reputation of CWA and its board members and injurious to legitimate management activities of the Association.

Myrna Orensten expressed concerns about our website. She believes that CWA contact information, along with association documents and other general information, should be accessible to everyone. However, non-public information, such as homeowners' emails, should be kept in a secure area. She also had concerns about homeowners getting more financial information from the board. *Board Response: The board will review the website and consider any necessary modifications. As stated above, pursuant to our bylaws, an association member can make an appointment to view the financial information in QuickBooks. Limit 1 hr.*

Homeowners also asked if the board has decided on the dog park. Homeowners want to be informed about plans and costs. She also feels the board should discuss plans with adjacent property owners. *Board Response: The feedback was overwhelmingly in favor of the dog park. We are moving forward and will finalize plans and budget. We will also discuss the plans in more detail with those who live adjacent to the park.*

Barb Slater read a letter that she says was compiled by herself and a few other homeowners which expressed concerns over various issues. *Board Response: The board will review and take any actions that are congruent to the betterment of the association. The board also notes that this letter was not signed. By anyone. At all.*

Committee Reports

Architectural (Dave W.):

- There are no outstanding architectural requests. There was a request to install solar panels which was rejected based on the advice of legal counsel. Our governing documents do not allow solar panels.

Finance (Jean S.):

- Absent, no report.

Environmental (Roderick H.):

- Nothing to report.

Communications (Becky E.):

- Becky is almost ready to send out the next newsletter. It is ready to be proofed and then will be sent out to all homeowners.

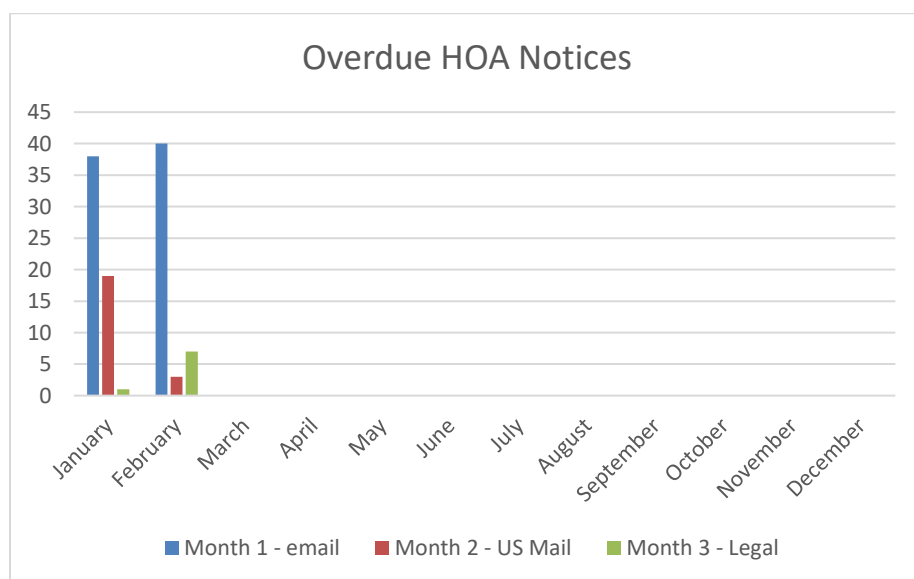
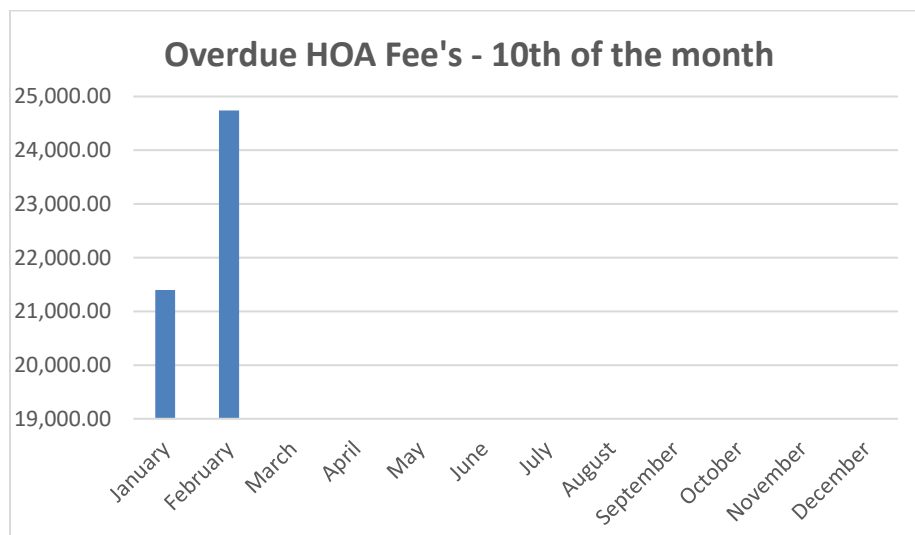
Social Activities and Community Involvement (Chris B.):

- Chris will be leading an effort to plan community activities in the coming months. It was noted that CWA funds cannot be used for these activities. Chris has several ideas to pursue, one of which is to organize a dog parade.
- Dave suggested the possibility of hosting a doggy day in the pool on the last day of the season. This is common practice among other associations. This activity is typically scheduled just before the pool's closure, ensuring it will be cleaned afterwards. This idea will be passed onto Chris.

Business Manager (Judy K.):

- Judy investigated using QuickBooks online. As it turns out, the on-line version of QuickBooks does not have some of the key features that CWA needs to use. If we moved to it, it would cause us to manually enter some entries which are automated today. Therefore, Judy does not believe we should continue to pursue this effort.

- Judy would like read only access to bill.com. This would allow her to have more accurate information when homeowners call for details about their HOA ledger. Judy will need to work with Bonnie to make this happen.
- This month, the master homeowner list was updated to include a field for pool keys so they can be tracked online.
- Judy put together some graphs showing her work on Overdue HOA Notices. Every month she goes through the accounts and sends out reminders for payment. The board asked her to add the number of past due accounts to the information. She will include it next month.



- Next month, Judy would like to work on updating the rental leases and licensing for those folks who rent out their home in Chelsea Woods.
- Judy also put together a set of financial reports that she would like to standardize as part of each board meeting. The intent would be to include those in the minutes as well. Feedback was positive, we just need to get input from Jean Stanke (Treasurer) before implementing it on a regular basis.

Property/Grounds Manager (Jesse G.):

- Jesse has been removing Underbrush, Buckthorn and deadfall from the area. He started on the east side and is moving west. He is currently between 15th and 16th Ave, behind the mailboxes about 100 yards in.
- Four different landscape companies were contacted for estimates to replace the path to the pool. The current walkway that is there is no longer sturdy. He had a couple of them but is waiting for a few others.
- Jesse has also investigated the costs associated with maintaining the sprinkler system. There were 4 companies contacted, we have received one proposal, 2 companies have declined our business, one is yet to respond.
- In the coming week, when it is so incredibly cold, Jesse will be looking into what certifications are needed for maintenance of the pool.

New/Continued Business

Management Proposal (Jesse and Judy):

- A proposal that Jesse and Judy put together for maintenance and office support for CWA was discussed and various concerns and ideas were brought up. The proposal as is, is not workable. However, there may be other options which could be considered for some type of hybrid model to increase their service to the community. This item has been continued until next month.

Bus Shelter Update (Becky E.):

- Because the board anticipates an increase in the number of children moving into the neighborhood, Becky proposed that we consider putting in bus shelters for the kids. We discussed the number of kids who get picked up from CWA by school buses and where the shelters might be located. We also discussed installing a multi-use shelter which could be used for picnics or other activities. Options, permits and feedback from homeowners need to be discussed further. This item has been continued until next month.

Tree/Grounds Maintenance (Jesse G.):

- The remaining tree funds are being reserved for emergencies or critical tree removal.

Governing Documents (Bonnie J.):

- The legal team is finalizing the new draft of the governing documents and are creating a table comparing the previous text with the proposed new text. Bonnie will inquire about a timeline for completion.

Vender Performance Reviews (Roderick H.):

- The vendor performance template is complete. They will be used going forward.

Meeting adjourned at 7:30 pm

Next meeting: March 17th at 5:30 pm