

**Minutes of Board of Directors Meeting
Tuesday, July 18, 2017
Arborlanding Homeowners Association Clubhouse
Ironbridge Parkway, Chester, VA 23831**

Welcome and Call to Order - Meeting was called to order at 7:02pm by President, Margaret Warren

A Roll Call was made and determined a quorum was met

Members Present:

President, Margaret Warren; Treasurer, Gay Donnelly, Vice-President, Gabriele Nause, Secretary, John Mangini, Director, (CPVA), Ken DeMarest and Office Administrator, Mary A. Williams

Absent: Jenn Lauranzon; Community Partners of VA (CPVA)

Approval of Agenda –

A Motion made and seconded to approve agenda as presented. **Motion carried.**

ADJOURNEMENT OF MEETING -

President, Margaret Warren set the meeting to adjourn for 8:30pm

APPROVAL OF MINUTES -

A motion was made by Vice President, Gabriele Nause and seconded by Secretary, John Mangini to approve minutes of May 18, 2017 as printed. **MOTION CARRIED**

MEMBERS VOICE

Lisa Hall, Owner of property in ALHOA submitted a request to the ARC to change the exterior paint colors for her shutters, front/side door, garage door and door hinges and handles. The ARC approved the request for the color changes. However, based on the established policies, the guidelines did not provide language prohibiting adding garage carriage door hinges and handles. With that exclusion, the Board **APPROVED** the request to add the hinges and handles to the garage as submitted by the Homeowner.

REPORTS

- **President** – An appeal was made of the importance of appointing two (2) new members to the Board.
- **Secretary**-None
- **Treasurer** – Treasurer Donnelly presented her monthly report.

- **Office** – Office Administrator gave an administrative update to include:
 - a. Clubhouse Rental – 14 for month of June
 - b. Purchased and Installed New Lap Top
 - c. New Router Installed
 - d. Pool Passes Completed – 575 passes completed

- **Committees**
 - ARC** – Item A Under Old Business
 - Social Committee** – President, Margaret Warren reported that the Social Committee will hold its TGIF at the Clubhouse Friday, July 21, 2017. All members are invited.

- **Property Manager/Community Manager**, Ken DeMarest gave his monthly report.

OLD BUSINESS

- Tabled for 2018 to address clubhouse floor damage
- ARC committee - Heather Lang addressed the request for suggestions on the Revised Architectural Standards and Guidelines, she has only received suggestions from three Directors, Donnelly, Nause and Warren. A meeting is scheduled Thursday, July 20 to discuss changes to the ARC Guidelines, Rules and Regulations.

NEW BUSINESS

- Discussion held to solicit new company for replacement of the ALHOA Flag
- Crepe Myrtle Trees - Discussion was held regarding the proposal from Melvin Greene Tree Service to remove the Crepe Myrtles behind the porch area of the clubhouse in the back and the ones behind the fence at the rear of the pool. Motion made and seconded to approve the proposal as submitted. A request for proof of insurance and copy of Form W-9 is required. **APPROVED**
- Discussion was held regarding the proposal from Precision Safe Sidewalks to remove all 3-sidewalk trip and fall hazards and restore 115 linear feet of curb at points of egress as presented – for \$3,246 **APPROVED**
- Discussion was held to replace the HVAC located upstairs at the Clubhouse. The Board agreed to replace the unit and proceed with the proposal received from Bradley Mechanical for the Best Investment (\$6344.00) **APPROVED**

- Discussion was held regarding the proposal from Beth Trader of Trader Enterprises of VA, LLC to dismantle and remove gazebo debris for \$600.00. Motion made and seconded to approved the proposal as submitted. **APPROVED**
- Exterior Alteration application received from Lisa Hall, ALHOA owner for proposed alterations to add garage carriage door hinges and handles (black in color) in that the ARC Guidelines did not include language that prohibited carriage door hinges and handles. **APPROVED**
- Discussion was made to purchase an office chair and chairs (Game Table) for the Clubhouse. The Board approved \$500.00 the chairs. **APPROVED**

EXECUTIVE SESSION - A motion was made by Secretary, John Mangini and seconded by Treasurer, Gay Donnelly to go into Executive at Session at 7.56pm to discuss contracts received. MOTION carried.

RETURN TO OPEN SESSION: A motion was made by Secretary, Mangini and seconded by Vice President, Nause to return to Open Session at 8:19pm. MOTION carried.

- Further discussion was raised by Vice President, Gabe Nause to get further clarity to the rate provided by Beth Trader of Trader Enterprises of VA, LLC. The proposal submitted read: *“First hour is \$75 (this includes travel time), then \$35 for every hour after that”*. Tabled for the next Board Meeting.
- Treasurer, Gay Donnelly raised concerns that only one lifeguard was on duty the week-end of (July 15th). Ken advised the Board he would contact Douglas Aquatics to stress the importance of having two lifeguards on duty always.

NEXT BOARD MEETING – August 15, 2017

NEXT BUDGET MEETING - August 24, 2017

NEXT ALHOA ANNUAL MEETING - October 12, 2017

The Meeting Adjourned at 8:45 pm

John Mangini, Secretary _____ Dated: _____