

Minutes of Board of Directors Meeting
Tuesday, June 20, 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 and Vice-President, Gabriele Nause; Secretary John Mangini, Director. Jenn Lauranzon; Community Partners of VA (CPVA): Ken DeMarest (Community Manager

Prior to the beginning of the meeting, the dispute that occurred during the May meeting was addressed. An apology was made by Ken DeMarest and accepted by the body.

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 Treasurer Donnelly, seconded by Vice President Nause to approve minutes of May 18, 2017 as printed. **MOTION CARRIED**

MEMBERS VOICE

Treasurer, Gay Donnelly and President, Margaret Warren attended the Chadwick Law seminar. Presentations were made regarding member(s) violation of various Association by-laws. Meeting was also attended by Bel Arbor resident, Bruce J.

REPORTS

- **President** – It was reported that pool passes were completed and issued to members. It was also noted that Gay Donnelly worked tirelessly in making sure the task was completed. Gay was recognized for her hard work by the Board and members. President addressed change in meeting structure around Member Voice. Each member will be allotted 3 minutes to address the Board and new form-Problems, Questions and Concerns, Item C under New Business.

- **Secretary**-None
- Treasurer – Treasurer Donnelly presented her monthly report. Discussion was held regarding the air condition in the office. The upstairs unit is not working properly causing the heat to flow into the office downstairs.
- Committees
 - ARC – Item A Under Old Business
- **Property Manager/Community Manager**, Ken DeMarest gave his monthly report.

OLD BUSINESS

- Crepe Myrtle Trees - Discussion was held regarding the proposal from Tree Care 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. A request was made to solicit further proposals for discussion at the next meeting.
- Discussion was held to dismantle and remove gazebo debris. Ken agreed to solicit proposals and report back to the Board.
- Discussion was held regarding the insurance company adjuster's report that the hail damage to the Clubhouse and Pool Building is not enough to trigger an insurance claim. The Board decided that based on the cost of the insurance adjustor and the independent adjustor was not enough, therefore, the issue was voided.
- Discussion was held regarding the proposals from Precision Safe Sidewalks who surveyed Clubhouse sidewalks to identify hazards that create trip and fall liabilities. The report revealed 3-sidewalk trip and fall hazards.
- Ken reported that World Class Courts (Matt Wagner) would begin fixing the surface cracks.
 - a. 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. It is hoped a meeting. of the ARC will be held this summer to further discuss the suggestions.
 - b. Investment Reserve Fund- Treasurer Donnelly gave her report regarding reserves and progress of Loan to Club House. \$100,000 has been invested in CDs , \$50.000 for 6 months at .8% and 50,000 at 1 years at 1.45%
 - c. Bent Tree Court Gazebo – Approval given to contract for tearing down the Bent Tree Gazebo
 - d. Clubhouse floor damage - get estimated to paint clubhouse. Tabled for July meeting.

NEW BUSINESS:

- a. Discussion was held regarding a Handyman. The Board agreed to contact Beth.
- b. The implementation of the new document for residents to complete with problems, questions and concerns was presented and approved by the Board
- c. The request to have a small petting zoo for a birthday celebration on October 1, 2017 was approved with stipulations as outlined in the letter to the resident
- d. Discussion was held regarding a new Lap-Top for the Office and to use the existing Lap-Top as a back-up. The Board **APPROVED** \$1,000.00 to purchase a new Lap-Top.
- e. Discussion was held regarding replacing and/or a new Arbor Landing flag. The Board agreed to table for the July meeting.
- f. An appeal was made by President Warren to seek new members for the Board. The terms of two members, Gay Donnelly and John Mangini expire October 2017.

EXECUTIVE SESSION - A motion was made by Secretary Mangini and seconded by Treasurer, Gay Donnelly to go into Executive at Session at 8:15pm to discuss contract discussions. 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 8:38pm. MOTION carried.

The Board agreed to table the proposal to replace the air-condition unit from Bradley Mechanical until further proposals were reviewed.

NEXT MEETING – August 15, 2017

The Meeting Adjourned at 8:45 pm

John Mangini, Secretary _____ Dated _____