

**ARBOR LANDING HOA, INC.
BOARD OF DIRECTORS MEETING**

**Tuesday, January 16, 2018
Arbor Landing Homeowners Association Clubhouse
Ironbridge Parkway, Chester, VA 23831**

Welcome and Call to Order – The meeting was called to order at 7:00 pm by President, Margaret Warren.

Roll Call and Quorum Status – A Roll Call was made, and a Quorum was established.

Members Present:

President, Margaret Warren; Vice-President, Charleita Richardson; Treasurer, L. Michelle Norman; Secretary, Mark Babcock, and Member At-Large, Gabrielle Nause

Management Present: Community Partners Manager, Beverly Betcher, and ALHOA Office Administrator, Mary A. Williams

Approval of Agenda – Motion made by member Gabe Nause and seconded by Vice President Richardson to approve the agenda as presented. Motion carried unanimously.

Set Adjournment Time – The President set the time for adjournment at 8:45 pm

Approval of November 21, 2017 Minutes –

Motion was made by Treasurer Norman and seconded by Secretary Babcock to accept the Minutes as amended with last name correction for Vice President Charleita Robertson to Richardson.

The October 17, 2017 Minutes were amended to read: Election/Appointment of 2017-2018 Officers: President, Margaret Warren; Vice-President, Charleita Richardson; Treasurer, L. Michelle Norman; Secretary, Mark Babcock

Auditor's Report

The Board received a DRAFT of the December 31, 2016 and 2015 Financial Statements and Independent Auditors' report from Teresa Mc McFarlane, Barwick & Associates, P.C. Board will receive Final Report to be presented

Member Voice

- Concerns were raised regarding snow removal services for the cul-de-sac neighborhoods. A motion was made by Vice President Richardson and seconded by Treasurer Norman authorizing Community Partners to solicit proposals for snow/plowing services for interior roads. Motion carried unanimously.
- Discussion was held regarding the removal of the beavers building a dam on Iron Bridge Parkway. An outside vendor was contracted by the Ironbridge Property Association to

trap the beavers building the dam and prevent waters flowing onto homeowners' property. See Old Business note below relevant to this matter

REPORTS

- **President** – President, Margaret Warren reported on a notification from Chesterfield County regarding Shoosmith Landfill activity to begin drilling and installation of landfill gas collection wells starting Monday, January 15^a.
- **Secretary**-None
- **Treasurer** – Treasurer Norman expressed concerns regarding the amount of work, personal time and responsibilities related to the position of Treasurer. She felt many of the tasks were repetitious and not necessary to the position. From her perspective, she is unwilling to devote a great deal of personal time.
- **Office** – None
- **Committees** - None
- **Management** – Written report

Old Business:

- Motion made by Treasurer Norman and seconded by Vice President Richardson to purchase a new compact refrigerator and icemaker as presented. Motion carried
- Motion made by Secretary Babcock and seconded by Treasurer Norman to approve the Pool Winterization report received from Douglas Aquatics. Motion carried
- Motion made by member Gabe Nause and seconded by Vice President Richardson to replace broken pool furniture and lock-box for pool gate. Motion carried
- Motion made by member Gabe Nause and seconded by Vice President Richardson to research vendors to paint the clubhouse and repair/replace the floor. Motion carried
- Motion made by member Gabe Nause and seconded by Treasurer Norman to research vendors to replace game table chairs. Motion carried

To eliminate beavers building a dam along Ironbridge Parkway, causing water to flow onto homeowners' property, the Virginia Professional Wildlife Removal Services was contracted by the Ironbridge Property Association to trap the beavers (trapping activity was rescheduled from January 17, 2018 to January 24, 2018 due to inclement weather).

NEW BUSINESS - There were no new business items to come before the Board

NEXT BOARD MEETING – Tuesday, February 20, 2018

The Meeting Adjourned at 8:48 pm

Mark Babcock, Secretary Mark Babcock Dated: 2/20/2018