

Arbor Landing Homeowners Association  
Board of Directors Meeting Minutes  
Tuesday, April 27, 2021 @ 6:30 PM  
Virtual using Ring Central

I. Welcome and Call to Order

The virtual meeting was called to order at 6:30 pm by President Iris Adams.

II. Roll Call and Quorum Status

The roll call was taken and quorum confirmed. The Board members present were President, Iris Adams; Vice President, Sophia Akrea; Secretary, Karen Cundiff; Treasurer, Paula Mines; and Member at Large, Marvin Potts. Community Partners was represented by Cynthia Ragsdale and Tyler Grieve.

III. Approval of Agenda

Karen Cundiff moved to adopt the agenda with no noted changes. Motion was seconded by Paula Mines and passed.

IV. Approval of March 23, 2021 Minutes

Paula Mines moved to approve the March 23, 2021 minutes with one correction. The amount of time that a resident has to correct a violation is at the Board's discretion. It is not always 30 days. Motion was seconded by Karen Cundiff and carried unanimously.

V. Reports

A. President - Iris Adams

- No report

B. Secretary – Karen Cundiff

- No report

C. Treasurer – Paula Mines

- The expenses were higher this month due to workman's comp.
- Iris reported an additional expense this past weekend when a plumber was called to check out a water leak at the retaining wall by the tennis court. No explanation for the water was found, but there had been heavy rain. The bill was \$270. Chesterfield County utilities has been contacted to look for the source of the leak which has now stopped.

D. Office – Cynthia Ragsdale

- There were 3 clubhouse rentals and 1 cancellation in April.
- The smoke alarm was inspected.
- There were no supplies purchased.
- Cynthia emailed the Board members photos of chairs that would match well for the clubhouse, along with the prices. They will be discussed at a later meeting when the Board is back in the clubhouse.
- Complaints received
  - Loose dogs in neighborhood. She called animal control. They have to actually catch the dog on the loose which is hard to do. It was suggested that this concern be mentioned in the next Newsletter or letter to residents. Tyler will put it in his pool information letter to all residents.
  - Dog waste not picked up

- Debris in a backyard. Tyler doesn't go into backyards to look for violations.
- E. Committees

1. Social

- No report. We are looking for a volunteer to head up the social committee.

2. ARC

- All current requests have been approved, except for one. This one will be discussed by the committee in a timely manner.
- Richard Ramos, ARC chairman, asked the Board's opinion of person's having a garden in the side yard. The Board agreed with him that all neighbors need to follow the covenant guideline of keeping gardens out of sight of the street.

3. Pool

- Committee chairperson, Karen Cundiff, reported that members of the committee have requested that the pool be open for swimming during the week of June 1-4. Lifeguards will be there cleaning on T/Th and members would be glad to swim at their own risk even for 2 hours per day.
- Several residents on the pool committee have asked specifically that the pool be open from 12 to 8pm starting June 7th, rather than opening at 4pm.
- The committee sees no reason for ALHOA to purchase a new, large refrigerator for the pool house. All that is needed is a small, dorm-sized one for lifeguards to keep their food and drinks. Members who wish to snack at the pool bring their own snacks and drinks. It would be unmanageable for guards to be selling snacks while working. Karen offered to pick up a small fridge from Walmart for \$169, but the Board did not pursue this option.

VI. Management – Tyler Grieve -Violations

- The list of violations has gone from 30 pages to 9-10 pages since Tyler has taken over.
- There was a request to update garden rules. Tyler suggested ARC guidelines be updated next year with input from a lawyer.

VII. Old Business

A. Landscaping

- Cynthia obtained four bids to remove hanging branches by the pool and a dead tree, ranging from \$750-\$1,450. Paula Mines moved that we accept the bid from Brothers Tree Service for \$750. Karen Cundiff seconded the motion and it passed unanimously.

B. Steps beside the tennis court

- Karen Cundiff moved and Paula Mines seconded the motion to pay Marvin Potts \$75 to repaint the edges of the steps yellow as soon as possible to avoid a tripping hazard. The motion passed unanimously.

C. Audit

- Paula Mines, BOD Treasurer, is pleased with the progress of the audit so far.

D. CD Player

- Iris Adams has loaned her CD player to the Clubhouse until a new one is purchased. She suggested that we purchase a standard CD player that includes a sound bar for ease of use for various residents, according to their tech ability. Paula suggested that we provide written instructions for renters.

E. Pool Contract

- Tyler requested bids from five pool companies, but only received bids from two. The Covid situation has caused a shortage of lifeguards, due in part to the inability to host training events. The bid from Douglas Aquatics, the company who has managed our pool for some time, was \$20,000 lower than the other bid received. They offered contracts for either \$33,725 or \$34,225. The higher contract meets the Pool Committee's request to be open from 12pm to 8pm starting June 7th, rather than opening at 4pm the week of June 7-11th. Many of the members who swim are retired seniors who come early before students get out of school. The Board agreed that the enjoyment of our neighbors was worth the extra \$500. Karen Cundiff moved and Marvin Potts seconded to accept Douglas Aquatic's larger bid with the extended hours at a cost of \$34,225 for the 2021 pool season. The motion passed unanimously.

## VIII. New Business

### A. Board Meetings

- The plan is for the next Board meeting to be held in person at the Clubhouse, following CDC guidelines.

### B. Neighborhood Yard Sale

- The Arbor Landing yard sale date is May 22. Cynthia will advertise in The Observer and Village News. Neighbors will put up their own signs and sales will be held in various locations.

### C. Tennis Courts

- The tennis courts need power washing. This will cost \$550 if included with the cleaning of the Clubhouse, deck and gutters. Paula moved and Marvin seconded to have this done. The motion passed.
- The estimated cost to patch the tennis courts in 2024 is \$10,000.

### D. Clubhouse TV Channels

- It was requested by a renter that ALHOA add ESPN to the Clubhouse TV channel selection.
- Cynthia will look into the options available, including a smart TV.

### E. Neighborhood Watch sign

- Marvin will put back up the sign that fell down.

### F. Mercy Mall donation drop off

- The Arbor Landing Woman's Club will be accepting donations for Mercy Mall at the Clubhouse parking lot from 2-4pm and 6-8pm on Friday, May 21.

IX. MemberVoice - No one called in.

## X. Adjournment

- It was moved by Paula Mines and seconded by Karen Cundiff to adjourn the meeting at 7:55 pm. Motion carried.

Respectfully Submitted,

*Karen E. Cundiff,*

ALHOA Secretary