

Arbor Landing Homeowners Association
Board of Directors Meeting Minutes
Tuesday, May 25, 2021 @ 6:30 PM
Arbor Landing Clubhouse

I. Welcome and Call to Order

The meeting was called to order at 6:31 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 Sophia Akrea and passed.

IV. Approval of April 27, 2021 Minutes

Sophia Akrea moved to approve the April 27, 2021 minutes. Motion was seconded by Paula Mines and carried unanimously.

V. Reports

A. President - Iris Adams

- Iris and Paula signed the audit contract and Iris signed the pool contract, and signed off on the approved ARC applications.
- Iris has written and sent out the spring Newsletter.

B. Secretary – Karen Cundiff

- No report

C. Treasurer – Paula Mines

- The Board members were given the monthly report.
- Paula explained that each month money goes into the reserve account which is then used to maintain and improve our facilities.

D. Office – Cynthia Ragsdale

- There were 5 clubhouse rentals and no cancellation for May.
- Brothers Tree Service removed hanging branches, unwanted live branches that were hanging over the pool, and a dead tree from the ice storm.
- 2MACS Power Washing power washed the Tennis/Pickle Ball Courts and will return on May 26th to power wash the deck, Office, Clubhouse, and clean gutters.
- A refrigerator was purchased for the pool house and delivered on 5/24/21.
- Office purchases: 2021 stickers for pool passes and disposable masks for the office.
- Office concerns, questions, and complaints received:
 - She is still receiving complaints about dogs being let loose and pet waste on their neighbor's property.
 - Some yards are unkempt or not mowed (front and back).
 - It was reported that the cable that holds the lock was cut at the Tennis/Pickle

Ball Courts and was replaced with a chain by a resident. The gate has been left open a few times this month. Cynthia will email all members with keys and remind them to lock the gate. The Board will purchase a chain and return the current one to the resident.

- The resident that replenished the flowerpots surrounding the pool with flowers has offered to do it again this year.
- The Handyman, Marvin Potts, painted the steps leading to the Tennis/Pickle Ball Courts to prevent a tripping hazard. He also stabilized the fallen Neighborhood Watch Sign on Ironbridge Parkway near the Lidl entrance.
- The phone is not working at the Pool House, so Cynthia contacted Comcast and they will be out to check it on Thursday.

E. Committees

1. Social

- Barbara Savage, the former head of the social committee, has volunteered to return to this position with her committee members. Events will be subject to Covid guidelines as things open up.
- All Committee chairpersons will be encouraged to attend Board meetings.

2. ARC

- Nothing major to report. All applications are being handled by the committee by email in a timely manner.
- Richard Ramos, ARC chairman, will contact all ARC committee members to verify their willingness to continue to serve in this capacity so he will have an updated list.
- Tyler requested that, after a majority of the committee has voted on an application, Richard notify *all* members of the decision BEFORE the homeowner is notified.
- Tyler has received an appeal from the homeowner who has a garden on the side of his yard rather than in the back per regulations. The whole ARC committee needs to vote on this.

VI. Management – Tyler Grieve -Violations

- In the next week, Tyler will email the Board members regarding ongoing violations with two or three warning letters. He stated that there are only five or six of these.

VII. Old Business

A. Water Leak near Tennis/Pickle Ball Courts

- The leak has occurred twice.
- Douglas Aquatics said it is not from the pool.
- The plumber did not find a reason for the leak. It is not from the sprinkler system.
- Chesterfield County Utilities will look at it again. We need to keep an eye on our water bill concerning this.

B. Clubhouse TV Channels

- It was requested by a renter that ALHOA add ESPN to the Clubhouse TV channel selection.
- Cynthia obtained a quote from Verizon of \$281.46/month. The Board felt that this was high.
- Iris Adams will follow up on this. We need 4 phone lines, internet, and TV with ESPN.

VIII. New Business

A. Irrigation System

- It will be turned on this week.

B. Sound System for Clubhouse

- Karen Cundiff moved and Marvin Potts seconded that we purchase the CD player with Bluetooth which Iris Adams proposed for the Clubhouse. The motion carried.

C. Pool Passes

- Cynthia Ragsdale has handed out 71 so far and continues to hand them out.

D. Poolhouse

- A small hole in the wall was discovered when the refrigerator was delivered. Iris Adams will look into this.

E. ARC Guidelines

- Sophia Akrea would like to see them updated.
- Iris Adams asked the ARC chairman, Richard Ramos, to form a subcommittee to study the ARC guidelines and suggest needed updates.

F. Clubhouse Furnishings

- Two chairs are getting worn, but it was suggested by Paula Mines that we hire a professional decorator to guide us with updating the furnishings. The 2022 budget has money set aside for Clubhouse refurbishing.
- The Board members will start looking at possible furniture this year in preparation.

IX. Members' Voice - None present

X. Adjournment

- It was moved by Karen Cundiff and seconded by Marvin Potts to adjourn the meeting at 7:35 pm. Motion carried.

Respectfully Submitted,

Karen E. Cundiff,

ALHOA Secretary