

Arbor Landing Homeowners Association  
Board of Directors Meeting Minutes  
Tuesday, July 27, 2021 @ 6:30 PM  
Arbor Landing Clubhouse

I. Welcome and Call to Order

The 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; 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 the addition of the Pool Committee report. Motion was seconded by Marvin Potts and passed.

IV. Approval of June 22, 2021 Minutes

Marvin Potts moved to approve the June 22, 2021 minutes. Motion was seconded by Karen Cundiff and carried unanimously.

V. Reports

A. President - Iris Adams

- Iris has been checking up on the quality of Grass Roots' work. She stated that they are doing a good job this year.
- Iris sent out the July-September Newsletter today. She included information on the CCPS covid rules, as well as reminders to pick up pet waste and fill in an ARC application before beginning renovation projects.

B. Secretary – Karen Cundiff

- No report

C. Treasurer – Paula Mines

- Paula handed out the May and June financial statements. May payments were higher than June due to insurance payments.
- Paula stated that we are on track with meeting our budget.

D. Office – Cynthia Ragsdale

- There were 6 clubhouse rentals and no cancellations for the month of July.
- Bradley Mechanical will service the air conditioners that are functioning and replace the units damaged by lightning on 7/30/21. Our insurance will cover this, with a \$500 deductible.
- Douglas Aquatics came out again to re-check the pool pump and stated that it is working.
- Clubhouse
  - Batteries were purchased for the alarm system.
  - Air filters were purchased for the clubhouse and office vents. These should be changed every 3 months.
  - Cynthia stocked up on paper towels, Clorox wipes, bleach, and air freshener for the restrooms.
- Office purchases: one pack of ink pens

- Cynthia has handed out 586 2021 pool pass stickers and 177 guest passes. 188 residents have signed into the pool log.
- Office concerns, questions, and complaints received:
  - Complaints regarding unkempt yards, fireworks set off on property, farm vehicle parked on the street.
  - Complaint about truck drivers disregarding the “Do Not Enter” sign at the Arbor Landing entrance and routinely driving through and damaging flower beds and mulch. This seems to occur every other week. This was forwarded to Mary at IBPOA.
  - Concern expressed about solicitation in Arbor Landing, since there is a No Soliciting sign at the entrance. According to county law, it is still legal if the person has a solicitation license.
  - Pool complaints- will be included in the Pool Committee report below.

#### E. Committees

##### 1. Social

- No report.

##### 2. ARC

- We need someone to step up and chair this committee, as Richard Ramos has stepped down from the position.
- We still have committee members. At some point the standards need to be updated.

##### 3. Pool

- Karen reported that on July 19th, the members of the Pool Committee sponsored Lifeguard Appreciation Day for Lily, the guard who works long hours each weekday and does an excellent job. We are thankful that she is here so that we can be open our regular hours, when other pools have had to close or cut their hours due to a lifeguard shortage this summer. Lily was very gratified by the event and enjoyed the food, gifts, balloons, cards, and poster.
- Karen introduced 2 new members of the Pool Committee, Carly Beck and Debbie Schiflett, who were at the meeting. Karen expressed appreciation for all of Carly’s work in helping clean up the pool area.
- Curtis Johnson from Douglas Aquatics came out to re-check the pump the week of July 12th and opened a valve that was partly closed. This increased the chlorine level and the pool has appeared cleaner. He stated that the chlorine levels are checked every 2 hours and that the pool is safe. No bacteria can grow in the water, even if there is some black algae on the side walls.
- Douglas provided a vacuum that picks up more debris than the one we have.
- Some concerns from the pool committee or residents are as follows:
  - Black algae on the pool walls.
  - Missing rail to the step ladder in the 5’ and one loose rail.
  - Caulking needed in areas surrounding the pool.
  - Dirty tables and chairs.
  - Chlorine levels are not up to standard.
  - Overgrowth of bushes through the pool fence.
  - The board might want to consider purchasing a pool Roomba vacuum to keep the bottom cleaner.

- The two-sided pool display needs replacement with the posted pool rules.
- Pool passes were not being checked nor guest passes punched.
- The water fountain does not work.
- A rusty wrench is used to turn on the spigot.

NOTE: Douglas Aquatics will be contacted immediately regarding the problems of the low chlorine level, the black algae, the dirty furniture, and the missing rail. Grass Roots will be asked to trim the bushes that are growing through the pool fence. Pool passes are now being checked much better after a pool committee member provided a table beside the lifeguard stand for this purpose.

#### VI. Management – Tyler Grieve -Violations

- The state policy that Boards can meet and conduct business electronically during covid expired July 1st. So Tyler presented an Electronic Meeting Policy for the Board to vote on. Karen Cundiff moved to adopt it, Marvin Potts seconded the motion, and the motion carried unanimously.
- Tyler did a drive through inspection of the neighborhood today. He checked on concerns that had been called in to Cynthia at the office. Results: Lawns are not quite as nice as last month. Any violations are handled privately between the resident and the Board.

#### VII. Old Business

- A. HVAC is being fixed as reported above. We will pay a \$500 deductible for a roughly \$10,000 expense.
- B. Clubhouse Rental Procedures will be discussed during tonight's executive session.
- C. Hanging Branches near Bel Arbor- Tyler will check on this.
- D. Pool Beautification- Top Gun has submitted an estimate for replacing the rotten posts.
- E. Dam- We are waiting to hear back from IBPOA about splitting the cost of repairing the walking bridge. Top Gun's estimate for this job was \$1,500.
- F. Clubhouse stairs- Top Gun has also given an estimate for fixing the frame that holds the bottom step, which is rotted out.

#### VIII. New Business

- A. ARC chairperson is needed
- B. ALHOA August Board Meeting
  - Paula Mines moved to skip the August meeting and meet again in September. Marvin seconded the motion and it passed.
- C. Clubhouse Furniture
  - The wheels have fallen off of two of the leather, rolling Clubhouse chairs. Iris Adams will order a set of new wheels and see if they fit. Cynthia will obtain quotes on chair repair.
- D. Cleaning Company Contract
  - The contract for our cleaning company will be up soon. They have submitted a bid to continue. Iris Adams said that they are doing OK, but perhaps we could find a better cleaning company. If anyone has a company to recommend, please contact Cynthia Ragsdale at the ALHOA office.

#### IX. Members' Voice

- Nine residents were present.
- Several members voiced concerns about the cleanliness of the pool. The vacuum is not doing an adequate job, leaving sand in the bottom of the pool. The furniture is not clean. The pool deck needs to be washed more often as dirt is pouring onto it when it rains. Ants are a problem. The weekend guards are not doing their job with cleaning. The pool may need to be drained and acid washed to remove the black algae. (Note: Following the meeting, several board members along with Tyler Grieve toured the pool to get a first hand look at the complaints.)
- The pickle ball courts have water seeping up and there are cracks in the surface. The budget reserve study will address this in the future.
- A resident had questions about new construction nearby and was encouraged to contact the Chesterfield Planning Commission or Mary at IBPOA.
- The stink from the landfill was mentioned by several people as being such a problem that outdoor activities on their decks must be curtailed. Hopefully the proposed methane gas processing plant will help to decrease the odor.

X. Adjournment

- It was moved by Marvin Potts and seconded by Karen Cundiff to adjourn the meeting at 7:52 pm and move into executive session. Motion carried.

Respectfully Submitted,

*Karen E. Cundiff,*

ALHOA Secretary