

**Arbor Landing Homeowners Association
Board of Directors Meeting Minutes
Tuesday, March 22, 2022 @ 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; Vice President, Sophia Akrea; Secretary, Karen Cundiff; Treasurer, Paula Mines; and Member at Large, Debbie Shiflett. Community Partners was represented by Cynthia Ragsdale and Tyler Grieve.

III. Approval of Agenda

Debbie moved to adopt the agenda with no noted changes. Motion was seconded by Sophia and passed.

IV. Approval of January 28, 2022 Minutes

Karen moved to approve the January 28, 2022 minutes. Motion was seconded by Debbie and carried unanimously.

V. Reports

A. President - Iris Adams

- Iris will be sending out another quarterly newsletter soon. She will include reminders about submitting home improvements to the ARC Committee. She requested other ideas for newsletter topics.

B. Secretary – Karen Cundiff

- No report

C. Treasurer – Paula Mines

- Paula provided the monthly financial report.
- Karen asked about the bill for the pool contract. Tyler clarified that the contract payments are made from January through December, so we are already paying our new company, Swim Club Management Group. They will begin working on the pool and assessing needed repairs on March 24th. The manager, Tanner, will be in touch with Tyler Grieve.
- Tyler and Paula are trying to get the IBPOA to pay quarterly, instead of semi-annually, for their half of the policing expense for the neighborhood.
- Iris Adams asked Cynthia to obtain an estimate for removing 2 large trees in the pool area to limit leaf debris.
- Concerns were expressed regarding the condition of our roads. Residents may contact VDOT regarding potholes or faded road signs. As far as general maintenance, VDOT follows a neighborhood schedule.

D. Office – Cynthia Ragsdale

- There were 2 clubhouse rentals and no cancellations for February.
- There were 5 clubhouse rentals and no cancellations for March.
- Johnson Controls completed the required upgrade from a 3G cellular device to an LTE (Long Term Evolution) device. They also repaired a signal communication issue with the alarm system.

- Clubhouse supplies purchased included: paper towels, antibacterial soap, and Dawn dishwashing detergent.
- Key copies were given to Swim Club Management to enter the pool area.
- Complaints received by the office included: semi-trucks parked in the neighborhood, vehicles parked on the grass, uncut grass, and campers/RVs parked in driveways or on the street.
- In response to a complaint about weeds on the tennis/pickle ball court, Cynthia contacted Grass Roots. They will apply weed killer at no extra charge.
- It was agreed that we have the spring power washing of the Clubhouse, Deck, and Pool House done after pollen season is over.
- Suzanne, who leads a women's meeting at the Clubhouse, would like to have a speaker on the topic of therapy dogs. As long as it is a *service dog*, the Board agreed that a dog could be brought into the Clubhouse for this program.
- There is a loose pipe in the kitchen which our handyman, Marvin, will fix.

E. Committees

1. Social

- Barbara Savage, the committee chair, has asked for volunteers to help with large events. She is handling the Happy Hours and there will be a neighborhood Yard Sale on April 30. Cynthia will pick up the signs.

2. ARC

- A chairperson is still needed.
- The Committee is functioning in a timely manner by email.

VI. Management – Tyler Grieve - Violations

- By changing all of our security systems to Johnson Controls, instead of ADT, we will save the HOA \$2,000/year.
- Tyler plans to do a thorough inspection walk through in April, looking at needs for power washing or other violations that can be corrected once warmer weather is here.
- The Board will address an appeal of a violation during executive session.

VII. Old Business

A. Clubhouse Furniture

- Paula just sent the layout to an interior designer, Jodie Bigby. The committee will meet once she hears back. She is open to other designers if any are recommended.
- The most immediate furniture needs are new bar stools and roller chairs.

B. TV/Cable

- Residents who rent the Clubhouse can obtain various television programs using their own phone apps.
- We will discuss at the next meeting whether to continue our cable TV service, which includes our telephone and internet as well. This is currently costing us over \$300 per month since it is a business rate.

VIII. New Business

A. Clubhouse Repairs

- Various repairs are needed, including sheet rock repairs, window seals, weatherstripping, and sealing where roof lines come together.

- Cynthia received one proposal from Metro Group to complete these repairs at a cost of \$7,000. She will obtain two more bids for us to consider.

IX. Members' Voice

- Only one resident attended the meeting. She asked when the pool will open and was told it is on schedule to open Memorial Day Weekend, as usual. She voiced concern about a storage pod in a driveway for an extended period of time, as well as a tractor trailer in the neighborhood. Speeding cars pose a danger to residents who are walking on Arbor Landing Drive and Ironbridge Blvd.

X. Executive Session

- It was moved by Debbie Shiflett and seconded by Sophia Akrea to adjourn this part of the meeting at 7:15 pm and move into executive session. Motion carried.

XI. Return from Executive Session

- It was moved by Karen Cundiff and seconded by Debbie Shiflett to come out of Executive Session at 7:30 pm. Motion carried.

XII. Adjournment

- President Iris Adams motioned and Karen Cundiff seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 7:32 pm.

Respectfully Submitted,
Karen E Cundiff,
ALHOA Secretary