

**Arbor Landing Homeowners Association  
Board of Directors Meeting Minutes  
Tuesday, June 28, 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; Secretary, Karen Cundiff; and Treasurer, Paula Mines. Community Partners was represented by Cynthia Ragsdale, Tyler Grieve, and Madeline Thomas.

**III. Approval of Agenda**

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

**IV. Approval of May 24, 2022 Minutes**

Paula moved to approve the May 24, 2022 minutes. Motion was seconded by Karen and carried unanimously.

**V. Reports**

**A. President - Iris Adams**

- Grass Roots is doing good work.
- IBPOA is responsible for limbs down on Ironbridge Parkway.
- She put up Pool Safety signs to remind parents to watch their children closely and will be making a sign to remind members to close the pool gate as they enter and leave the pool.

**B. Secretary – Karen Cundiff**

- No report

**C. Treasurer – Paula Mines**

- Expenses were more this month due to insurance payments.
- The Clubhouse mortgage will be paid off in Aug. 2024.

**D. Office – Cynthia Ragsdale**

- There were 3 clubhouse rentals and 2 cancellations in June.
- Dodson Control inspected for termites at the Pool House N/C
- Protech Cabling LLC replaced eight (8) emergency lights in the Clubhouse
- Swim Club Management Group prepared pool for opening
- BlueLine Locksmith repaired back double-door locks and replaced five (5) rental keys
- 2 Mac's Power Washing power washed Clubhouse, Pool house/Gazebo, deck and gutters/downspouts
- Johnson Controls repaired the wires on the alarm system and replaced the battery
- Clubhouse Supplies- Light fixture replaced with LED for chair closet, and Handyman purchased emergency lights, faucet replacements for large restroom and large kitchen
- Office Supplies Ordered- dual band mesh WIFI extender.
- Office concerns, questions, and complaints submitted to the ALHOA Office:
  1. There have been noise complaints, problems with not cleaning up after pets,

dogs not being restrained or on a lease in the neighborhood. Violation notices were sent out for these.

2. Flowers were purchased for the pots surrounding the pool. Pool committee will help keep them watered.

3. Marvin Potts Handyman painted the dumpster, repaired a deck railing, and repaired the large restroom toilet.

4. Complaints about drainage on Drayton Landing were referred to Mary with IBPOA and drainage problems on Arbor Banks Terrace were reported to VDOT and Chesterfield County Environmental Engineering.

5. Cynthia contacted VDOT about putting a stop sign at Ironbridge Boulevard and Arbor Landing Drive. They need to do a review survey to determine if that is feasible or warranted.

## **E. Committees**

### **1. Social**

- No report.

### **2. ARC**

- The Committee continues to review applications.
- Residents were reminded to submit application for any major changes.

### **3. Pool**

- Water is looking much better this year and our new company, Swim Club Management, is maintaining the chlorine at a good level.
- The guards are working hard to keep the pool clean, but our vacuum is not working well. They have been bringing in a strong battery powered vacuum once or twice a week to get up all the debris and recommend that we buy one of that type.
- We need to replace some broken chairs, tables, and umbrellas.
- During the first 10 days, guards had to save two children who were not being watched closely by parents/older siblings. Iris made and put up Warning signs around the pool. There have been no more guard saves since the signs went up. Pool Committee members also keep their eyes open for any children in distress.
- Some blue lounge chair covers may need to be replaced unless power washing with special chemicals can get them clean.
- Residents are doing a good job cleaning up their areas before leaving.

## **VI. Management – Tyler Grieve**

- Tyler will be leaving the area as of July 22, 2022. He introduced his replacement, Madeline Thomas.
- Violations: Yards and mailboxes look better than this time last year.
- Some outstanding violations need to be discussed by the Board by the next Board meeting.
- Some residents want to keep their basketball hoops. The Board will look into it.

## **VII. Old Business**

### **A. Pool Schedule**

- It was moved by Karen and seconded by Paula to approve an additional \$3,200 payment to Swim Club Management in order to keep the pool open daily until 8pm, rather than closing at 6pm.

**B. Clubhouse Furniture**

- We are awaiting the recommendation of the interior designer on new Clubhouse furniture.
- There are funds in the reserve plan to replace the furniture this year.
- Paint may only need a touch up.

**C. TV/Cable**

- Three wifi extenders were ordered. We still have cable, as well.

**D. Clubhouse Repair**

- The board is waiting for more bids on Clubhouse repairs and painting. They would like Metro to itemize their bid.

**VIII. New Business**

**A. Pool Furniture**

- Rather than order new furniture right now, which will take 6-8 weeks to get, the Board asked the Pool Committee to do an inspection of pool furniture at the end of the swim season and recommend other needed items. These will be added to the list of chairs, tables, and umbrellas already compiled.

**B. Pool Sign-In/Gate**

- Iris will make a sign to keep the gate closed.
- Most members are signing in and many have shown the guards their passes, although this doesn't always happen.
- Iris wondered if the Pool Committee can man the gate and make sure people sign in. Members present did not feel this was feasible, as they are not always there and, when they are, they are using the pool.

**C. Other Pool Expenses to Swim Club Management Group**

- Furnish and install two new handrails for \$725. Karen moved and Paula seconded to approve this expense. Motion carried.
- Furnish and install missing tiles for \$875. Karen moved and Paula seconded to approve this expense. Motion carried.
- Furnish full Powervac Package for \$2,725. Karen moved and Paula seconded to approve this expense, as long as our pool pump is not the vacuum issue. Motion carried.

**IX. Members' Voice**

- Eight residents were present at the meeting.
- Some pool suggestions included: adding a rope to divide the deep and shallow ends to help with child safety and checking whether the pump is working correctly before ordering a new vacuum.
- One resident expressed thanks to the Board for all we do. She also shared how much the pool means to her. She appreciates how clean it is this year.
- One couple complained about the number of geese and amount of goose droppings in their yard. They want their neighbors to stop feeding the geese.

**X. Adjournment**

- Paula moved and Karen seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 7:47 pm.

Respectfully Submitted,  
*Karen E Cundiff,*  
ALHOA Secretary