

**Arbor Landing Homeowners Association Board of Directors Meeting Minutes**  
**6201 Ironbridge Parkway, Chester, Virginia 23831**  
**Tuesday, March 27, 2023 @ 6:30 PM**

**I. Welcome and Call to Order**

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

**II. Introduction of Board Members/Roll Call and Quorum Status**

The roll call was done, and quorum was confirmed. The Board members present were President, Iris Adams; Treasurer Paula Mines; Secretary, Eugendra Barrow; Member-at-large, Debbie Shiflett. Community Partners was represented by Bill Swift.

**III. Approval of Agenda**

Debbie Shiflett made a motion to adopt the agenda with no noted changes. It was seconded by Paula Mines and the motion carried.

**IV. Approval of February 27, 2023 Minutes.**

Motion was made by Debbie Shiflett and seconded by Paula Mines. Motion carried.

**V. Reports**

**A. President**

- In the pool area, we are waiting for a steady temperature to start the repairs. The umbrellas were too expensive to ship. The rest of the furniture for the pool is at the Arbor Landing Clubhouse.
- Madeline Thomas resigned and she is no longer with Community Partners.

**B. Secretary – No Report**

**C. Treasurer**

- **Financials** - The Treasurer provided Financial Report and explained in details.

**D. Office**

- **Office Question/Concerns/Complaints:**
  - March 2023 - 4 Rentals with zero cancellations.
  - Dominion Power put up a pole for additional lights at the Arbor Landing Clubhouse.
  - We purchased the LED Cool White lights from Amazon.
  - Concerns about group homes, homes in despair and trash in subdivision.
  - Handyman put up "No Trespassing signs.
  - Things that need to be addressed, let Cynthia Ragsdale know.

**E. Committees**

**1. Social [Iris Adams]**

- Social Committee – Had a Happy Hour event. It went well.
- There is a concern about planning other events other than the Happy Hours, especially for the kids. They need volunteers to assist.
  - Easter Egg Hunt – we have five volunteers but we do not know how many kids will show up; therefore, Paula Mines suggested we postpone the Easter Egg Hunt due to weather and not knowing how many kids will show. The recommendation was to make preparation for an Easter Egg Hunt for next year.

- Will work on something for Memorial Day weekend. Paula Mines suggested Saturday, May 27, 2023.
- Debbie Shiflett recommended Hot Dogs/Chips. Volunteers needed to help plan. Not sure we will be in town.
- We received a donation of \$100.00 for the Memorial Day Event to give to the Social Committee. Hot Dogs/Chips was recommended. Volunteers needed to help plan.

## 2. ARC [Iris Adams]

- The ARC Committee continues to receive applications and have turned them around in a timely manner.

## 3. Pool [Debbie Shiflett]

- The pool company will be replacing tile and cleaning around the pool.
- Damaged umbrella on the side of building that needs to be thrown away.
- Need pool repair for Gazebo.
- Iris suggested that we needed to get an estimate to power wash the concrete. Will take care of power washing the pool chairs.

## VI. Management – [Bill Swift]

- Violations/Lawn Care – Have a lot of violations to follow up on. Have approximately five (5) that have been closed.
- Some homeowners with violations stated they wanted to get through the pollen season before power washing their homes.
- Had some homeowners to call concerning letters received.

## VII. Old Business -

### A. Playground -

- Quotes putting sliding board, swings - \$2K – per Cynthia Ragsdale
- Bill Swift suggested having a company to inspect playground equipment annually. Have the same company for the last playground equipment to inspect the new equipment and get a quote for the additional playground equipment. Needs to be added to the budget for next year.

### B. Camera Installation

- Have not decided on the cameras. They do not angle to the kiddy pool. Need one (1) additional camera.
- Did not vote on the cost of the camera. It will be an outdoor camera with outdoor capability.
  - Bill Swift suggested looking at it from a liability standpoint.

### C. Club House Furniture

- Paula Mines showed samples of the fabric and color for the Barstools and living area. Everything is contractor/commercial grade. The bar stools hold up to 300 lbs. Iris suggested getting them in a darker color.

### D. LAWN CARE – NO REPORT

- ### E. ARC Guidelines – reached out to Bill Swift about on-going violations when homeowners put in an application for something else. Per Bill, they need to satisfy the current violation before putting in an application for something else. A statement needs to be added to address this. Once the board votes on it, it will be forwarded to Cynthia Ragsdale to put on the Arbor Landing Website, effectively immediately.

## VIII. Member's Voice - None

**IX. Adjournment**

- Motion was made by Debbie Shiflett and seconded by Paula to adjourn this portion of the meeting and go into Executive Session at 7:44pm. Motion carried.

**X.** Motion was made by Debbie Shiflett and seconded by Paula to adjourn the meeting at 8:31pm. Motion carried.