

Arbor Landing Homeowners Association Board of Directors Meeting Minutes
6201 Ironbridge Parkway, Chester, Virginia 23831
Tuesday, July 25, 2023 @ 6:30 PM

I. Welcome and Call to Order

The ALHOA meeting was called to order at 6:30 p.m. 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; Secretary, Eugendra Barrow; Vice President, Sophia Akrea and Community Partners was represented by Bill Swift.

III. Approval of Agenda

Sophia Akrea made a motion to approve agenda and second by Iris Adams. Motion carried.

IV. Approval of June 27, 2023, 2023 Minutes.

Minutes for 6/27/2023 - Sophia motioned to approve minutes as presented and second by Iris Adams. Motion carried.

V. Reports

A. President Report – No Report

B. Secretary – No Report

C. Treasurer

• **Financials** - The Treasurer provided Financial Report and items listed in details. Bill said working on 2024 budget. Increases in ground contract. 10 percent inflation. Reach out to Grass Roots, the contractor.

D. Office Report

- **8 Rentals for July 2023**
- **Signs were power washed**
- **All cameras installed, purchase office papers**

E. Committees

1. Social [Iris Adams]

- Social Committee – no social activities for month of June

2. ARC [Iris Adams]

- The ARC Committee continues to receive applications and have turned them around in a timely manner. Homeowner wants a ramp on his home.

3. Pool [Debbie Shiflett]

- Pool opened. Con complaints.

VI. Management – [Bill Swift]

- Start looking at budget in August 2023. Paula to take the lead on that. Bill asked have we done a nominating committee. Iris Adams stated positions will be filled.
- Potential meeting with Iron Bridge, Iris Adams, Bruce, Cynthia Ragsdale.
- Sophia Akrea suggested having a paper trail for guards. Need to validate the invoices. What total hours Iron Bridge will be paying, get a commitment from them. Since they are paying a portion of it, what communities are they supporting. Need to know the total hours the guards are working.
- Bill Swift suggested having the Point of Contact that does accounts receivable to consider allowing us to have two new accounts with Whitlock instead of Wynn. He will present in August meeting. Still one delinquent list.

VII. Old Business

- **Thermostat still working and would have cost \$600.00 to replace but will be working**

VIII. New Business

- Iris Adams suggested having a Drop Box to drop keys off in a drop box at the Arbor Landing Club House.
- Iris Adams suggested reiterating to renters, when renting to pay closer attention to the cleaning/condition prior to scheduled check-out time/date.

A. LAWN CARE – NO REPORT

IX. Members Voice

Grass growing up under vehicle. Bill Swift suggested to call the county.

Concerns about adult group home in Arbor Landing.

Iris Adams made motion to adjourn the Executive Meeting at 7:15 p.m. Second by Sophia Akrea. Motion carried.

X. Adjournment

Management was instructed to write a letter for a hearing at 6:00, Friday August 11, 2023

Iris Adams made motion to send resident a letter to cure the violation within 14 days if not resident will be fined \$10 a day up to \$900. Second by Sophia Akrea. Motion carried.

- Motion was made by Sophia Akrea to adjourn the meeting at 7:25 p.m. and second by Iris Adam.