

Arbor Landing Homeowners Association Board of Directors Meeting Minutes

Tuesday, May 28, 2024 @ 6:30 PM

VIRTUAL MEETING

Ring Central Link: Join from PC, Mac, Linux, iOS or Android:

<https://v.ringcentral.com/join/564446731>

For the best audio experience, please use computer audio.

or Dial US: +1(650) 419-1505

Meeting ID: 564446731

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 Iris Adams, President; Eugendra Barrow, Secretary; Debbie Shiflett, Member-at-large; and Community Partners were represented by Bill Swift and Sara Sutterfield. Our guests present were Kevin and Ashley Scott.

III. Approval of Agenda

Debbie Shiflett made a motion to approve the agenda and it was seconded by Eugendra Barrow with correction. Motion carried.

IV. Approval of April 23, 2024 Minutes.

Debbie Shiflett made a motion to approve the April 23, 2024, minutes. It was seconded by Eugendra Barrow. Motion carried.

V. Reports

A. **President Report** – No Report

B. **Secretary** – No Report

C. **Treasurer** – No Report

- **Financials** – Sara Sutterfield stated that the March financials were sent out. We are on track as of today with the finances.

D. **Office Report – Sara Sutterfield**

- There were a couple of violations.
- There are plumbing and pool issues. A possible cause is a kink in the line, no option to repair. The root cause was not able to be determined. We will get an estimate tomorrow.
- Per Iris Adams, water is being run from the clubhouse to the pool and the pool restrooms will not be available to use, therefore we will need to rent a porta potty so we can open the pool on time. We did not want to disappoint the residents.
- Debbie Shiflett stated that we should send an email out to residents indicating what is going on with the issue at the pool house condition and the level of water in the pool.

E. **Committees**

1. **Social [Iris Adams]**

No activity

2. **ARC [Iris Adams]**

The ARC Committee received two (2) applications and turned them around in a timely manner. The results were sent to the residents.

3. Pool – Debbie Shifflett

- Residents stated that there were a lot of ants around the pools.
 - Iris Adams said the exterminator will be out tomorrow, May 29, 2024.
- The positioning of the tables needs to be moved. The tables are on one side of the pool and the lifeguard could not make the decision to move them.
 - Iris Adams stated that she would go out to the pool area tomorrow and move the tables.
 - Filtration of water is not working.
 - The pool furniture looked good and cleaned. People are very appreciative.

VI. **Management** – Sara Sutterfield

- **Violations/Lawn Care** – Sara has been working the violations. The violations have been communicated to the residents. There are some that she will have to revisit.

VII. **Old Business**

A. ALHOA Clubhouse Furniture/Floors Update

- We are waiting on two (2) bar chairs that may come in June from Pottery Barn.

B. Deck Furniture Update

- The Deck furniture came in. No one has claimed the old chairs and if no one wants them, we will donate them to Goodwill.
 - Kevin, a resident from Arbor Landing stated that he will volunteer to take pictures of the chairs and put them on the unofficial Arbor Landing Facebook page.

C. 2024 Pool Letter

- The 2024 pool letters went out.

D. ALHOA Repairs Contract

- The contract for the windows and cabinets was updated to include the warranty and the removal of all debris. Windows need to be replaced and cabinets in the kitchen should look like the rest of the cabinets. Debbie Shifflett made a motion to accept the updated contract and it was seconded by Eugenia Barrow. Motion carried.

E. ALHOA Clubhouse Contract Revisions

- We got more scratches on the new floor from one of our renters. Iris Adams will address the issue with the new flooring with the company. She does not want to speak to the company until we know that we have paid them in full.
 - Sara stated that all past checks went out this week and there were no invoked late fee charges.
- We need to add language to the Clubhouse contract informing the residents that any damage to the floors will be the responsibility of the renter.

VIII. **New Business**

A. HVAC Unit

- The Clubhouse HVAC is running on one unit. We are waiting for an estimate for a new unit. We are also waiting for a second quote. When the estimates come back, Iris will send out the email to the board for a vote.

B. Pool Repairs

- This was discussed earlier during the Pool Report.

IX. Member's Voice

- Ashley Scott wants to know if the board members' reports are sent out prior to the meeting.
 - Iris Adams stated that reports are made available prior to the meeting.
- Ashley stated that she was expecting more people to be at the meeting.
 - Iris Adams stated that since the pandemic, attendance has not been that great. That is why we went to virtual meetings with an in-person meeting once a quarter.
- Iris Adams is asking for Volunteers for the social committee. If interested, call the office and Mrs. Cynthia will pass the information on to the social committee.
- Iris Adams stated that new paving is going on and we are hoping that our neighborhood is on the list to be paved.

X. Adjournment

- Debbie Shiflett motioned to adjourn the meeting at 7:04 pm and it was seconded by Eugendra Barrow. Motion carried. The meeting adjourned at 7:04 pm.