

**Arbor Landing Homeowners Association Board of Directors Meeting Minutes**  
**6201 Ironbridge Parkway, Chester, Virginia 23831**  
**Virtual Meeting**  
**Tuesday, June 25, 2024 @ 6:30 PM**

**I. Welcome and Call to Order**

The ALHOA meeting was called to order at 6:31 p.m., by the President, Iris Adams.

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

The roll call was done. The Board members present were Iris Adams, President; Eugendra Barrow, Secretary; and Community Partners was represented by Sarah Sutterfield. There is no quorum.

**III. Approval of Agenda**

The agenda could not be approved because there is no quorum.

**IV. Approval of Minutes**

The Minutes could not be approved because there is no quorum.

**V. Reports**

**A. President Report – No Report**

**B. Secretary – No Report**

**C. Treasurer – No Report**

- **Financials** – Sarah Sutterfield said there is no update because of the switching over to the new systems. The financials need to be moved over manually, which is why it is taking so long. Once she gets a date from the accounting apartment, she will give us a date. The new system is working very well. For assessments due in future months, she will check to see if they can be paid early.

**D. Office Report**

- No cancellations. Vase was replaced.
- 5 rentals in June 2024.
- Mrs. Cynthia Ragsdale ordered office supplies.
- Received complaints/concerns of homes with uncut grass and double parking in the Cul-de-sac.
- Concerns about swim wear at the Arbor Landing Community swimming pool. A suggestion was to send out an email to the residents reminding them to be mindful of swimming attire.

**E. Committees**

**1. Social [Iris Adams]**

- Social Committee – A Social Event is scheduled for Friday, 19, 2024 at 6:00 pm.

**2. ARC [Iris Adams]**

- The ARC Committee received applications and turned them around in a timely manner.

**3. Pool [Debbie Shiflett] – Iris Adams**

- There were complaints about the Lifeguard leaving early and complaints about Arbor Landing Unofficial page when the pool was closed. Residents were dissatisfied with the lack of communication. Iris Adams stated that the board communicated the closing of the pool and then waited until there was accurate information to report back to the residents and then sent another email on the re-opening of the pool. It took the plumbing company, Stemmler some time to assess the situation to determine what repairs needed to be done and how to get it done.

**VI. Management – [Bill Swift]**

- **Violations/Lawn Care** – Sarah Sutterfield has been working on the violations.

**VII. Old Business**

- Iris Adams stated that the compressor and motor went out on the other unit, and it had to be replaced. We ordered the unit, and it was installed.

**VIII. New Business**

- Iris Adams communicated that there were boards that are loosen on the deck that needed to be replaced. Chasen and Son should be making those repairs.
- The gate at the pool has a rotten rail. We are getting quotes to repair or replace it.
- The company came out to measure the windows that need replacement.
- Iris Adams noted that the last renter used glitter in chairs. She is recommending that we add to the rental contract that the use of glitter is prohibited. It is very hard to clean up.

**IX. Member's Voice – None**

**X. Adjournment**

- The meeting was adjourned at 7:11 pm by Iris Adams.