

Arbor Landing Homeowners Association Board of Directors Meeting Minutes
6201 Ironbridge Parkway, Chester, Virginia 23831
Tuesday, June 23, 2026 @ 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 Iris Adams, President; Sophia Akrea, Vice President; Community Partners were represented by Melanie Culbreth and two (2) residents in attendance.

III. Approval of Agenda

Sophia Akrea made a motion to approve the agenda. It was seconded by Iris Adams. Motion carried.

IV. Approval of May 26, 2026 Minutes

We will table the approval of the May 26, 2026 Meeting Minutes until the next meeting.

V. Reports

A. President Report – No Report

B. Secretary – No Report

C. Treasurer

Financials

Melanie stated that the financials were on target.

D. Office Report – Cynthia Ragsdale's Report given by Iris Adams

Clubhouse Rentals

- June 2026 – Seven (7) rentals, one (1) moved

Vendors

- J&E Heating and Air Conditioning LLC – diagnostic check of the AC Unit and Duct work.

Clubhouse Supplies

- None.

Office Supplies

- Purchased A/C Filters, dish detergent and bleach.

Pool Supplies

Returned 5 (five) umbrella bases and replaced three (3) replacement pool umbrella bases to fit tables, urinal descaler and screens purchased.

Office Concerns

1. There have been concerns and complaints about unraked leaves, utility trailers, uncut grass, homes in need of power washing, dumping in the "common areas," and vehicles parked on the grass in the front yard.
2. Pool complaints about the number of umbrellas at the pool and the lounge chairs in the pool area. Advised that umbrella bases were purchased twice but they did not fit the pole and they were ordered again but did not fit under the table. We have umbrella bases that fit now.

3. Complaints about soliciting in the neighborhood residents are advised to ask for permit if selling or just ask them to leave the property. Chesterfield County does allow religious, non-profit, civic or charitable organizations under Chesterfield County Code Section 15-162(a) Section 15-161 Section 15-166(b).

E. Committees

1. Social [Iris Adams]

- Social Committee – The Social Committee has a new chairperson. She is Caryl Johnson. She requested information about the Social Committee's budget. It was suggested to her that her committee come up with what activities/events they wanted to do and we will work on getting her committee a budget amount for the remainder of this year.

2. ARC [Iris Adams]

- Applications received and approved in a timely manner.

3. Pool

- Umbrella bases were purchased.

VI. Management – [Melanie Culbreth]

• Violations/Lawn Care

- There have been several violations that have been resolved. There are some violations that will be receiving additional letters.
- Melanie will be riding around the property to check on existing and/or any additional violations. She will also be looking to see whether the residents have gotten their leaves up.

VII. Old Business

A. CDs

- It is time for us to renew our CDs. We will search for the best interest rate at this time and will renew them for another six (6) months.

B. Bathrooms

- Stemmie Plumbing Service replaced a toilet in the clubhouse and repaired leaking valves in the women's and men's restrooms in the pool house.

VIII. New Business

A. HVAC

- J&E Heating and Air Conditioning LLC came out to check the unit. He stated that there was improper duct room underneath the clubhouse that was causing the air to leak out of the ducts when the temperature got extremely hot outside. Bradley Mechanical came out and fixed the duct work issues.

IX. Member's Voice

N/A

X. Adjournment

- Iris Adams made a motion to adjourn the meeting at 7:00 p.m. It was seconded by Sophia Akrea. Motion carried. Meeting was adjourned.