

ARBOR RIDGE CONDOMINIUM ASSOCIATION, INC.
BOARD MEETING
WEDNESDAY, FEBRUARY 12, 2020

A Board Meeting of the Arbor Ridge Condominium Association was held on Wednesday, February 12, 2020 at 1025 Arbor Ridge Circle. The meeting was called to order at 2:02pm. Present at the meeting were Larry Rockwell, Anneta Silvius, Mary Jo Klein, Kathryn Schlott, Julie Brietzke, and Dennis Keithley. Guest Matt Preister with Xcel Roofing was also in attendance. Beth Krolikowski, representative from P. J. Morgan Real Estate was also present.

GUEST: The amendment to the Xcel contract was discussed, all agreed on changes. The Amendment and contract were executed. Xcel will need access to interior of homes that have reported interior damages. Beth will provide Xcel with a list of those homes and contact information. A start date was discussed, depending on weather Xcel is hopeful to start mid- March and will let us know a week prior. Materials will be delivered the Friday prior to the work beginning. Xcel has no issues installing the downspout leaf catchers that the Board plans to purchase. Xcel will handle any touch up painting on fascia boards behind the gutters, they will need the paint code.

MINUTES: The December 23, 2019 Board Meeting Minutes and the January 8, 2020 Board Meeting Minutes were reviewed, a motion was made by Dennis to approve both the December 23, 2019 and January 8, 2020 Board meeting minutes which was seconded by Julie and all approved.

FINANCIALS: The Board reviewed the December financial statement. Homeowner accounts were reviewed and discussion on the management fee increase. Anneta motioned to approve the December financial statement, which was seconded by Kathryn and all approved.

The Board reviewed the January financial statement. There were expenses in the amount of \$311.00 for the exterior light that is still not operational. This expense as well as other Good Tomato invoices need to be credited back to the account. Beth will follow up with her supervisor regarding the invoices. Dennis motioned to have Amped Electric inspect the exterior lamp in the circle and provide recommendations, Mid-America still needs to check the panel/sensors. Anneta seconded the motion and all approved.

Homeowner accounts were reviewed and Beth will send ledgers for the board to review on accounts in question.

There was discussion on the Custom Edge invoices to change the codes, however PJ Morgan cannot change the codes other than what is offered. It was decided that all monthly invoices per the agreement would be coded under lawn care. Kathryn motioned to approve the January financial statement, which was seconded by Anneta, and all approved.

Beth presented invoices from State Farm, and Water invoice. Larry motioned to approve the invoices, and Dennis seconded.

OLD BUSINESS: The following items were brought up for discussion;

- a) **Street Lights:** Beth apologized for the delay, as with the recent information of the insurance company dropping the association all efforts have been redirected towards getting estimates. Beth will follow up with Mid-America on the inspection, and contact Amped Electric.
- b) **Downspouts/Gutters:** Scheduled to be completed with the installation of the new gutters.
- c) **Entry Sign:** Tabled until spring.

- d) **Garry's Moles:** Anneta motioned not to pay anymore invoices to Garry's Mole, Kathryn seconded the motion and all approved. There was some discussion to see if Custom Edges could provide treatment as needed. It was determined to monitor the situation and then determine how to treat at that time.
- e) **Bank Account Status:** Fobs have been received by the Board members. Savings account has been moved into the Money Market account. The ACH payments went into the operating account. All bills will be paid out of the operating account and if funds needed to pay an invoice, the board has to approve via email, and then funds will be transferred. The Board can now monitor the account activity.
- f) **Welcome Packets:** The Board reviewed edits, and discussed a few more changes. Kathryn presented an invoice of expenses for reimbursement, Anneta motioned to approve the expenses but any additional expenses must be pre-approved by the Board of Directors. Julie seconded the motion and all approved.

NEW BUSINESS: The following items were brought up for discussion;

- a) **Insurance:** Beth is in the process of getting estimates and hopes to have them by Friday. Beth will put together a spreadsheet for comparison of the estimates, and then a meeting to discuss services with the insurance companies can be scheduled, a tentative meeting date for the insurance companies was scheduled for February 24th at 2pm to be held at Dennis' home.
- b) **Taxes:** Dennis motioned to have the same company that completed the taxes last year, complete the 2019 Taxes. Julie seconded the motion and all approved.

NEXT MEETING: The next Board Meeting will be Wednesday, March 11, 2020 at 2pm to be held at 1027 Arbor Ridge Circle

ADJOURNMENT: Dennis motioned to adjourn the meeting at 4:07pm, Mary Jo seconded the motion and all approved.

Minutes Recorded by Beth Krolikowski, PJ Morgan Real Estate