

**ARBOR RIDGE CONDOMINIUM ASSOCIATION, INC.**  
**BOARD MEETING**  
**WEDNESDAY, APRIL 29, 2020**

A Board Meeting of the Arbor Ridge Condominium Association was held on Wednesday, April 29, 2020 at 1027 Arbor Ridge Circle. The meeting was called to order at 2:56pm. Present at the meeting were Anneta Silvius, Kathryn Schlott, Julie Brietzke, and Dennis Keithley. Beth Krolikowski, representative from P. J. Morgan Real Estate was also present.

**MINUTES:** The February 12, 2020 Board Meeting Minutes and the February 24, 2020 Board Meeting Minutes were reviewed, a motion was made by Dennis to approve both the February 12, 2020 and February 24, 2020 Board meeting minutes which was seconded by Kathryn and all approved.

**FINANCIALS:** The Board reviewed the March financial statement, and current bank activity. The Board reviewed the insurance policy, as there are actually 3 policies in place, which is roughly \$36,306.00 annually. The insurance cost increase will make the budget very tight and it is anticipated that the association will break even for the year with current projections. Anneta motioned to approve the December financial statement, which was seconded by Kathryn and all approved.

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

- a) **Entry Sign:** Beth has been in communication with Sandau regarding an estimate for repainting the sign, an estimate is expected this afternoon. The Board determined that if the estimate is between \$600.00-\$800.00 they would approve via email.
- b) **Roofing/Siding Update:** The roof is completed. There are some trim board issues, and concerns with the caulking. The 1<sup>st</sup> installment of payment was authorized to be paid, no other invoices have been received yet. There are 2 sash pieces on order, they were special order. Interior painting has been completed, and the board is satisfied with the work. The Board discussed as the contract states 10% is to be held back for 30 days after completion, which is roughly \$24,000.00. The Palm's driveway was damaged during the delivery of materials, which is the responsibility of Builders Supply.

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

- a) **Resignation:** Larry submitted his resignation via email, which was formally accepted. The Board discussed that with the Annual Meeting 2 months away that Anneta will fill the President seat of the Board of Directors, until the Annual Meeting is held.
- b) **Board Terms:** The Board reviewed the current terms; Kathryn and Mary Jo both have another year. Anneta and Julie's terms expire this year, and they will need to decide if they would like to re-run for the Board of Directors. Dennis has plans to resign at the end of the fiscal year/at the Annual meeting.
- c) **Annual Meeting:** The Board discussed the impacts that Covid-19 could have on the upcoming meeting. As the date for the annual meeting approaches the Board will be looking to see if the Church will allow the meeting to be held, and if so what regulations will have to be enforced. The Board also discussed other options such as delaying the meeting. Beth will prepare a notice to delay the meeting, just in case it is needed.
- d) **Street:** It has been 2 years since work has been completed on the street. The crack filling is coming out in several areas and needs replaced. It was previously mentioned that there was an engineer's report which evaluated the street, Beth will look to see if she has a copy. The Board determined that they would like to have an engineer look at the street and provide recommendations and options, Beth will contact some engineers and get some pricing for them to evaluate and provide a report.
- e) **Moles:** Mole activity has been reported.

- f) **1029 Driveway:** The Hovey's have requested to have additional time to replace the driveway. The Board had sent a letter requesting that the replacement be completed within 60 days. The Hovey's are requesting that they have until fall. The Board discussed and decided that they will not allow an extension, however if a signed contract can be provided that the work will be completed within 90 days, that would be approved.
- g) **Aluminum Downspouts:** 100 aluminum downspout guards were purchased and installed with the gutter work. The hope is to help debris from entering the downspouts and getting stuck. There are about 10 that have not been installed and during the next gutter cleaning any that were missed will be added. The Board approved for reimbursement to Dennis for the purchase of the downspout inserts.
- h) **Mulch:** Dennis purchased mulch for some of the landscaping areas. The Board approved for reimbursement of the mulch.

**NEXT MEETING:** The next Board Meeting will be Wednesday, May 13, 2020 at 2pm to be held at 1025 Arbor Ridge Circle

**ADJOURNMENT:** Dennis motioned to adjourn the meeting at 4:45pm, Julie seconded the motion and all approved.

Minutes Recorded by Beth Krolikowski, PJ Morgan Real Estate