

**ARBOR RIDGE CONDOMINIUM ASSOCIATION, INC.**  
**BOARD MEETING**  
**TUESDAY, JUNE 23, 2021**

A Board Meeting of the Arbor Ridge Condominium Association was held on Wednesday, June 23, 2021.. The meeting was called to order at 10:24 am. Present at the meeting were Anneta Silvius, Julie Brietzke, Kay Girmus, Mary Jo Klein and Dennis Keithley (Absent). Kathy Betts representative from P. J. Morgan Real Estate was also present.

**MINUTES:** The May 11, 2021 Board Meeting Minutes were presented to the Board for their review. Motion by Julie seconded by Kay.

**FINANCIALS:** The Board reviewed the May financial statements, and current bank activity and delinquent dues. Motion by Kay to accept seconded by Mary Jo. All approved. There is one homeowner that is one month behind, Kat will send out a letter and ACH form to see if they want to join the automatic program. Double payment was made on the lawn account so Kat will withhold his July payment. Kat will ask Joe to submit his invoice on the 15<sup>th</sup> of each month to straighten this situation out.

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

- a) **Keith Ruml/Ruml Services:** Kat will reach out to Keith to confirm that he will be out this week to start/complete the painting and the railing painting and other repairs. Kat will reach out to other painters to see if we can get another bid since the work has not started and concerns that he will not be able to complete the job, might be overloaded. There was an estimate dated 5/2/2021 for 1000 Arbor Ridge Circle to do some exterior repairs motion by Kay to decline the estimate, seconded by Julie. All approved.
- b) **Walk Around:** Dennis and Julie completed a walk around of the property. There is a list that was composed of repairs that need to be completed. The driveway at 1007 is slopping towards the condo and potential of water damage to the siding of the unit. This driveway needs to be repaired or mud jacked to prevent this water from going towards the condo. The unit at 1009 the driveway front section closest to the street will need repair in the near future.
- c) **Tree Trimming:** Kat will talk with Cut and Grind and have them come out and walk around the units to see what trees need to be trimmed up and make sure that they are trimmed away from the houses. There is one tree up on the hill that has fallen that needs to be looked at as well. Also trim brush between units 1037 and 1030.
- d) **Insurance:** At this time, the insurance proposal that the Board received is not conducive to what the HOA is seeking. The coverage is not close to what is needed and the premium is more than we are currently paying.
- e) **Board Members:** There will be two board positions that need to be filled. A letter will be sent out to all homeowners requesting for two homeowners to step forward to join the Board. Kat will check with the attorney what happens if we do not have anyone to fill those positions.
- f) **Reserve Money Transfer:** The 2022 budget needs to be looked at for the annual meeting. As of today the HOA is within budget for the first time in years. Discussion of preparing a budget that Kat will work on and send over to the Board for their review. Motion by Anita to transfer \$10,000 from the operating account to the money market account in June seconded by Kay. All approved.
- g) **Annual Meeting:** Kat will work on packet and send to the Board for approval.

**NEW BUSINESS:** None at this time.

**NEXT MEETING:** The next Board Meeting will be July April 13, 2021 at 2pm.

**ADJOURNMENT:** Anita motioned to adjourn the meeting at 11:50 am.

Minutes Recorded by Kat Betts, PJ Morgan Real Estate