

**ARBOR RIDGE CONDOMINIUM ASSOCIATION, INC.**  
**BOARD MEETING**  
**WEDNESDAY, OCTOBER 14, 2020**

A Board Meeting of the Arbor Ridge Condominium Association was held on Wednesday, October 14, 2020 at 1027 Arbor Ridge Circle. The meeting was called to order at 2:03 pm. Present at the meeting were Anneta Silvius (President), Julie Brietzke (Director), Kay Girmus (Director), Mary Jo Klein (Director) and Dennis Keithley (Treasurer/Secretary). Kathy Betts representative from P. J. Morgan Real Estate was also present.

**MINUTES:** The September 9, 2020 Board Meeting Minutes were presented to the Board for their review. There were some typographical errors that Kat will update and send to the Board. Motion by Dennis to accept as revised, seconded by Julie, all approved.

**FINANCIALS:** The Board reviewed the September financial statement, and current bank activity. Kat will double check the Hartford Insurance ACH payment to ensure that it is reflected on the October cash flow, this payment was pulled on 9/29/2020, so it did not reflect in September. There are no delinquent homeowners at this time. The Board members did sign new signature cards since the election of officers at the annual meeting.

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

- a) **Custom Edges:** Sprinklers are set to be shut down tomorrow. Kat and Anetta will meet with Joe to finalize the lawn contract correctly. There are some items on the contract that need adjustments. Kat will request that the new contract be sent to her, and then will share with the Board of Directors for final approval and signatures.
- b) **Excel/Insurance Payment:** The ceiling leak in 1016 is fixed however, the repainting of the interior ceiling is not completed. Kat will follow up with Excel as well as the homeowner to resolve this asap. Once completed and approved by the homeowner, Kat will let the Board know.
- c) **Painting:** The Board did a walk around of the units that were painted by Ruml Services. There is an area on 1016 that was missed on the window frame on the front. Kat will also get an estimate for the front iron railings to be painted.
- d) **ACR Request:** There was a request from a homeowner to replace the driveway. This request is approved once the homeowner officially turns in her request form. Motion by Kay seconded by Julie all approved.

**NEW BUSINESS:**

**Moles:** There was some concerns of the moles still destroying areas, Kat did send the exterminator company back to look at this and treat again.

**Fall Reminder Letters:** Kat will compose a fall reminder letter that will be sent out to all homeowners, this will include a copy of the amended covenants/bylaws.

**Contractor Check In/Out:** When a contractor is on site to perform any work that is outside of regular operating services, that contractor will check in and out with a Board Member. Motion by Dennis, seconded by Mary Jo, all approved.

**Rules of Conduct:** The Board will start to compose a Rules of Conduct list. This list, once finalized and approved by the Board will be sent out to all homeowners.

**Trees:** There are some trees in the area that need attention to include the leaning tree at the top of the circle, there is also a tree rubbing on a home there is also a few trees that need to be trimmed up and possible bag worms on the evergreens. Kat will reach out to a couple of her tree companies to provide a bid and also Jackson Brothers in Council Bluffs.

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

**ADJOURNMENT:** Anita motioned to adjourn the meeting at 3:50 pm, Kay seconded the motion and all approved.

Minutes Recorded by Kat Betts, PJ Morgan Real Estate