

**ARBOR RIDGE CONDOMINIUM ASSOCIATION, INC.**  
**BOARD MEETING**  
**TUESDAY, FEBRUARY 9, 2021**

A Board Meeting of the Arbor Ridge Condominium Association was held on Tuesday, February 9, 2021 via Zoom Virtual Meeting due to COVID-19. The meeting was called to order at 1:58 pm. Present at the meeting were Anneta Silvius (President), Julie Brietzke (Vice President), Kay Girmus (Secretary, absent), Mary Jo Klein (Director) and Dennis Keithley (Treasurer). Kathy Betts representative from P. J. Morgan Real Estate was also present.

**MINUTES:** The January 12, 2021 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 January financial statements, and current bank activity. Kat was able to talk with Hailey in regards to the ACH payment for the insurance policy to be moved to the 20<sup>th</sup> of each month rather than the end of the month. This is to ensure that the payment is reflected on that month's cash flow statement. Kat will talk with Hailey about the insurance premium to get a firm number on what that premium will be. There is also a homeowner that has "sold" her unit to her daughter. Kat will follow up with the owner, as the sale is not reflecting on the assessor's site. Once we know for sure that the transfer has taken place, Kat will send her a new owner packet to ensure that she has copies of the covenants/bylaws etc. All in all to date the HOA is sitting in good financial position in regards to income and expenses. Financials were accepted by all.

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

- a) **Custom Edges:** There was discussion of the snow removal that was done the last couple of weeks due to snow storms. The snow removal service has been fantastic, Joe is doing a great job. Mailboxes have been cleared out to ensure that mail delivery and pick up is easy for residents and post delivery person. Kat will reach out to Joe and let him know how pleased the Board is with snow removal. Kat will also let Joe know that the invoices will not be paid until after the 15<sup>th</sup> of each month due to that is the time that ACH payments are pulled to populate the operating account.
- b) **"The Hill"/Trees Overhanging:** Kat reached out to CBO Properties in regards to the tree limbs hanging over onto our properties, and dangerously close to some rooflines. The owner of CBO Properties (Laura) indicated that they have no plans to do anything with that land right now, and if the HOA wanted to trim the trees, they could. The Board has asked Kat to reach out to the attorney to get legal advise on what responsibilities CBO Properties have in regards to their trees.
- c) **Painting/Wrought Iron Railing Bids:** Kat presented two separate bids from Ruml Services. One for the painting of the exterior of the condos. Motion by Dennis and seconded by Julie to accept the exterior paint bid from Ruml Services. All approved. Kat will reach out to Keith to let him know to ensure that the gas pipes and any radon pipes are painted to match the unit. The second estimate from Ruml Services was for the painting of the front exterior railings. There was discussion of the product that was going to be used as well as the process. After discussion it was moved by Dennis to accept the bid from Ruml Services for the painting of the exterior railings. Seconded by Mary Jo. All approved. Kat will be sending letters out to homeowners in regards to their costs and start date mid March. Homeowners will receive their invoice and will be due upon receipt.

d)

**NEW BUSINESS:**

**Moles:** Kat will work on getting two different estimates for a plan of action on how to treat the moles and efficiently and at a reasonable price. The Board is also going to look into the "mole sticks" that Julie has on her property to see if they would be an option. The cost is about \$18.00 per stick.

**Asphalt :** This is still on the radar for contractors to come out and inspect once the weather allows. Kat has one contractor that is interested in coming out and talking with us, and Anita has a contractor as well that she will send to Kat to reach out. More to come.

**Holiday Lighting:** There is one homeowner that still has holiday lights on the outside of their home. Kat will send a letter to them indicating that at the next break in weather, they will need to be removed. They should have been removed two weeks after Christmas. Also, discussion of how homeowners are installing holiday lights on the outside of their units. More discussion on this as it might need to be incorporated into the Rules of Conduct.

**Rules of Conduct:** Tabled until next meeting when Kay can join us.

**Homeowner Request:** Dennis Keithly presented a request to have his pear trees treated. Motion by Anita to approve the request, seconded by Julie. All approved. This is a homeowner's expense. Kat will email copy of approved request to the owner as well as the Board for record keeping.

**NEXT MEETING:** The next Board Meeting will be Tuesday March 9, 2021 at 2pm to be held via Zoom.

**ADJOURNMENT:** Anita motioned to adjourn the meeting at 3:36 pm, Kay seconded the motion and all approved.

Minutes Recorded by Kat Betts, PJ Morgan Real Estate