

The Adam Ridge Rowhomes Owner Association, Inc.  
Board of Directors Meeting  
March 30, 2023  
Johnston Public Library –Archive Meeting Room

**ATTENDANCE:**

Megan Shepherd-President  
Michelle Johnson-Vice President (Attended by phone)  
Brenda Burditt-Secretary  
Prajith Kakkunnath-Treasurer  
Jane Shipman-Community Association Director  
Homeowners Present: Aida Omanovic (Sarelija) & Representative

**Call to Order:**

The meeting was called to order at 5:07 p.m. by Megan Shepherd, President

**Approval of Past Minutes:** August 1, 2022

- A motion to approve the minutes was made by Brenda Burditt, and a second motion was made by Prajith Kakkunnath. The minutes were approved.

**Homeowner Concern:**

- 6168-Sheffield Lane-attended with representative to protest annual meeting fines and late fees. Case was presented by Aida. Aida was presented with correct documentation information on Annual Meeting fine and late fees. Aida and representative concurred that information provided by management was correct. Aida sked Board to reverse late fees and fine. Motion was made and seconded to uphold outstanding fines and late fees. Motion passed. Aida accepted outstanding amount owed and will send all amounts owed to bring her account current.

**Financial Report:**

- January/February 2023 financial reports reviewed and approved.
- Discussed outstanding dues of two homeowners in development. Notices have been sent in past months. Board ask to have accounts sent to attorney for collections and lien placed on units.
- 2022 tax returns were discussed and signed by Treasurer, Prajith Kakkunnath
- Management will be obtaining bids for new premiums for insurance renewal.
- Bid for lawn care presented:  
A motion was made by Brenda Burditt to accept bid from Outdoor by JK for lawn care and maintenance. A second motion was made by Prajith Kakkunnath. The motions was approved.
- Detention pond and lawn care schedule was discussed.
- Board agreed snow removal was a success this season.

**Manager's Report:**

- Siding was reattached at 6159 Bristol Lane due to weather related damage.

**Unfinished Business:**

- Board decided to not have a development wide garage sale, at this time.
- Board decided to not hold a development wide cookout, at this time.

**New Business:**

- Megan Shepherd discussed the possibility of having a window cleaning company clean windows. This would be paid by the homeowners, at their own expense and only if they wanted to participate. Megan was going to see if we might get a deal if multiple households wanted to participate. Optional only. Jane will add to newsletter.
- Discussed the parking in the guest spots. Jane will add a reminder to the newsletter.

**Adjournment:**

- President Megan Shepherd made a motion to adjourn.
- Brenda Burditt seconded the motion.
- Meeting adjourned at 6:12pm.

Submitted by Brenda Burditt, Secretary