# November 18, 2024 ARBOR LAKES BOARD OF DIRECTORS MEETING MINUTES

**PRESENT:** Ray Kowalski, TJ Groff, Tom Skehan, Stephen Wrinkle, Linda Albrecht. Absent: Stephanie Dunham and Suzy Collin.

Board Quorum verified, October 21, 2024 BOD Meeting minutes approved. (Motion R. K., Seconded by T.G.) and passed. Meeting called to order by R. Kowalski at 9:33 a.m.

# DIRECTORS REPORTS AND NEW BUSINESS:

**RAY KOWALSKI, PRESIDENT:** Ray noted that D.J. Cerney, L. Albrecht and himself are continuing to review the P&P's to consolidate them and make them more user friendly for owners. R. Kowalski motioned to adopt the proposed P&P for section 2: Homes and Yards as submitted, T. Skehan second, all in agreement. Previous version will be repealed. R. K. motioned to adopt the proposed P&P for Section 3: Governance & Admin as submitted, S. Wrinkle second, all in agreement. Previous version will be repealed. S. Wrinkle made a motion to adopt the proposed P&P: Introduction and Index as submitted, L. Albrecht second, all in agreement. Previous version will be repealed. R. Kowalski reminded residents Recreation Chair position on Board remains open.

**STEPHEN WRINKLE, TREASURER & VICE PRESIDENT:** Steve reported end of October budget figures: expense budget $638,557 with $559,937 expenditures for (Positive variance $78,620). (Net of reserve expenses.) One of our CD's at Cadence Bank matured on Oct. 27th in the amount of $146,770, it was paying 5%. We earned $4,685 on that CD. We rolled it over into an 11-month CD that is paying 4%. Rates have decreased over the last year. Currently have 6 CD's all laddered. $708,496 year end total reserves for 2024 is up $161,163 from $547,333 year end reserves for 2023. Paving done was in the 2024 budget.

**SUZY COLLIN, SECRETARY:** R. Kowalski reported for S. Collin...Resident Directory: Corrections or updates to directory, please e-mail [suzicollin@gmail.com.](mailto:suzicollin@gmail.com) Recently we have experienced a lag time in Title Companies forwarding closing paperwork to Vine Management which delays delivery of Welcome Packets. If you are aware of new residents who have not been visited, please email the secretary. Please carefully review your emails to avoid unwanted scam activity.

**TOM SKEHAN, ARCHITECTURAL REVIEW COMMITTEE:** At two October ARC meetings, 12 applications were reviewed: 7 home improvement, 2 Landscaping., 3 painting. All were approved.

**LINDA ALBRECHT, CLUBHOUSE FACILITIES & VILLA LAISON:** Linda noted that Bailey Electric is on site to replace 43 lights in the clubhouse. L. Albrecht researched building codes and insurance and spoke with the Fire Marshall regarding the Breakfast Club request for an electric grill on the porch. Fire Marshall declined the request as the building, porch and roof are all wood and vinyl, not fireproof. Linda noted that the Clubhouse committee is meeting Friday 11/22 at 10:00am. A special thanks to L. Aquino and R. Kowalski for their assistance in repairing the garbage disposal in the kitchen. Thekitchen also needs a new clock.

**VILLA REPORT**: It was noted that we are now entering the dormant season for grasses which means less frequent mowing to avoid stressing the lawns. Do not stop watering, but do reduce watering times- be cognizant of the plants you have as some may not go dormant. Lawns have been treated for weeds. Dec- Feb mulching will be done and sprinklers will be tested/adjusted early 2025. Donuts will be cleaned and adjusted. Interim cleaning/weeding will be weed whipped. Since most irrigation systems are 16-20 years old there is a lot of breakage and brittleness of water lines and sprinkler heads. Our dues cover the repairs when done by Faubricio's crew. We are starting to have more control panel and zone control issues, these are not covered by our dues as they involve electronics. This would be a homeowner expense. 12 villas will be painted in early 2025, owners will be notified in December or January.

**STEPHANIE DUNHAM, RECREATION COMMITTEE:** R. Kowalski reported a leak in solar panels that heat the pool has been repaired. The debris beneath the panels has been cleaned out. Temp was raised to 110 during the day and a min. pm temp of 100 to maintain 84/85 daytime temperature. Sensor replaced and a manual was provided. This position is open for a volunteer. It was noted that all major pool related repairs have been addressed in 2024 and there are several volunteers that assist a new director.

**TJ GROFF, GROUNDS COMMITTEE** : TJ reported the resurfacing project was completed and on budget. O'Neal had to add a spacer ring to one of the sewer covers because it was too low. It was done at no additional charge. Project went relatively smooth. Faubricio continues to clean the curbs and sidewalks in the common areas. The fence by the tennis courts has been cleaned and moss removed. Thank you! to all the volunteers who helped with this. There is a leak on a new valve for sprinkler system at Clubhouse recently replaced, scheduling EJ Sprinklers to return. T.J. noted a BIG thank you to Bruce Hinds for covering this position while he was away. Team Sunshine & Grounds trimmed up front trees preparing for holiday decorations.

**VINE MANAGEMENT:** Laurie Gahr reported Accounts Receivables are doing well, she is reaching out owners to bring in fourth quarter payments. Coupons for 2025 will be issued shortly. Owners were thanked for their quick response to power washing notices.

**RESIDENT COMMENTS:** An owner notified the Board they were issued a violation notice for parking on the side walk but the vehicle was not theirs. L. Gahr responded that owners who receive a notice that is not related to their property should just notify Vine Mgt. to have it removed.

**TEAM SUNSHINE:** Karrie Groff thanked the Grounds committee for the work done at the front entrance, there will be a hose bib and electric box installed up front which will allow for watering and lighting. Porch Party funds purchased holiday decorations and recent concert was enjoyed by all.

Karrie noted the following upcoming events:

**11/30 6:30pm Lights On!-** Meet in front of clubhouse for a hot chocolate bar as we light up the Christmas tree and directly after. join us up front to light up the entrance way for the holidays!

**12/7 11:00am Cookies by the Pound-** Second annual event, sign up on the Team Sunshine Board to drop off your donated cookies the day before or bring them before 9am the day of.

Team Sunshine fund will go toward the purchase of an electronic bulletin board sign up front, we are getting quotes. Thank you B. Gibson for maintaining the bulletin board.

Ray thanked Team Sunshine and all community volunteers. Our events including three celebrations of life, a concert and an appreciation dinner have all gone very well. All clapped in agreement.

The meeting was adjourned at 10:25 a.m. Respectfully submitted, Laurie Gahr