

**Arbor Terrace Homeowners Association**  
**September 27, 2023 - Board Meeting Agenda**

- Call Meeting to Order: 10:05 AM
- Verify Quorum:
  - Board present: Amy Boyle, David Baehler & Katie Kearns; Jeff Pfeiffer (tardy)
  - Property Manager present: Chloe Hendrickson
- Officer's Reports:
  - President / Treasurer:
    - Financial Reporting: All accounts in good standing.
      - Accounts in arrears:
        - a. 11 homes over 30 days overdue - small balances.
        - b. 7 Homes with larger balance:
        - c. Total of \$13,555 past 30 days.
      - SA Opt. C remaining participants: C21 Northstar report
  - Director's Report:
    - David: Trash inspections have been continuing - same homeowners are leaving their bins out - overall less cans being left out which is great.
- Committee Reports
  - ARC:
    - Ongoing ARC requests – must be complete prior to Board review including signatures from homeowners not renters. Need to be completed prior to board's consideration.
  - Compliance:
    - Recurring issues throughout the neighborhood.
      - 4.6 - Exterior maintenance
      - 4.10 - Parking (boats, trailers, commercial vehicles, mobile homes, campers, and other recreational vehicles/equipment)
      - 4.12 – Signs - Not allowed, especially for rent signs.
      - 4.13 – Rubbish and trash (No trash and/or storage containers shall be visible from any adjacent street or neighboring lot.)
      - 4.17 – Exterior lighting - 30 days prior to and post holiday.
      - 4.18 - Recreational equipment
  - Landscape:
    - Tree pruning - Holland, Langer, Baler, Windrow, Silo, Bronner & Century this week: Limbing will be taking place roughly \$36,000 project, utilizing chips in the neighborhood.
    - Mulch – Holland, Langer, Baler, Windrow, Silo, Bronner & Century – after weeding and compost tea amendment. - except Harvester area - project projected early October.
    - Irrigation review – Oct 2 with vendor. End of year walk-through to talk through struggles of the summer so we are prepared for next summer's season.

- Ongoing meetings and monitoring with vendor - Taking slower on projects to make sure maintenance tasks are taken care of. Some issues with dead plants and such but communication has been better - will be monitored monthly.
- Old Business:
  - Board vacancy: Still vacant. Will remain until the annual meeting in November - when two more vacancies will be coming up.
  - Homeowners on Holland (Lot 2) stated their paint is bubbling on their garage door and their column that was recently fixed by vendors is splitting. - not present to discuss.
  - Empty lot on west-end of Holland – updates? - Nothing
- New Business:
  - Board responsibilities
    - David- Garbage compliance and general yard items
    - Katie - Parking Violations, Sign Compliance
    - Amy - Exterior Maintenance
    - Jeff - TBD - Holland Area
  - Annual meeting, two (2) Board positions up for election in November
    - Amy Boyle & Katie Kearn
- Open Forum:
  - Question about participation in meetings - low participation is a common thread in our HOA.
  - Homeowner interest in volunteering, will reach out to the Board directly.
- Next Meeting: TBD – November 2023
- Motion to end the meeting at 10:36 AM - David, Amy Second.
- Executive Session: Called to order at 10:38 and adjourned at 11:15
  - Accounting – monthly and yearly financials
  - Annual tax return
  - Compliance issues
  - Delinquency and attorney communication
  - Parking issues in alleyways.