

**ADAMS RIDGE COMMUNITY SERVICE ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
APRIL 11, 2016**

CALL TO ORDER

The meeting was called to order by Property Manager, Kiley Shively at 6:00 p.m.

ROLL CALL

Board Members Present: Brandon Coneby, Jeff Sciarrino, Steve Celich, and Susan Koener.

Absent: Lisa Weinzetl.

Management Representative: Kiley Shively, Acri Property Manager, representing Acri Commercial Realty, Inc.

APPROVAL OF MINUTES

A motion made by Susan Koener, seconded by Steve Celich and carried unanimously to approve the minutes of the January 21, 2016 Board meeting.

MANAGEMENT REPORT

The correspondence was reviewed and accepted as presented.

TREASURER'S REPORT

The Board reviewed the financial statement through March 2016. The financial statement was accepted as presented.

OLD BUSINESS

Drainage issue- Scott Foreman of Hampton Technical Associates, Inc. met with the Board behind 630 Village Green Blvd to discuss his recommendations to correct the drainage issue. Scott recommends a French drain. Scott will prepare an estimate for the engineering services for the Board to review.

The Board unanimously awarded Treesdale Landscaping the 2016 landscape contract via email.

NEW BUSINESS

The Board reviewed bulletin boards for the gazebo area for community information to be posted there. The Board advised management to send the link via email.

The Board will complete a community walk through on June 1, 2016. The Board will meet at 6:00 p.m. at the gazebo.

ALTERATION REQUESTS

Via email the Board approved the request to install a 14'x11'6" retractable awning at unit 612. The Board denied a request from unit 504 to install a front door that did not match the original installed doors.

NEXT BOARD MEETING

July 11, 2016.

ADJOURNMENT - A motion was properly made, seconded and carried unanimously to adjourn the meeting at 6:49 p.m.

Respectfully submitted,

Susan Koerner, Secretary