

# ARROWHEAD ESTATES HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting

February 18, 2020

### MINUTES

**Officers Present:** Judy Hillard, Lynn Patrick, JoAnn Hughes, Bridget Murphy & Hilda Hunt

**Officers Absent:** Eric Rodriguez & Heather Mclaughlin

**Association Management:** D. Frazier representing Vista CAM

**1. Call to Order:**

- The meeting was called to order at 6:30 PM.

**2. Establish Quorum:**

- With 5 of 7 Officers present, a quorum of the Board was established.

**3. Proof of Notice:**

- It was confirmed that the meeting notice was properly posted within the community.

**4. Approval of the Meeting Minutes from the January 21, 2020:**

- JoAnn moved to approve the meeting minutes as written, Bridget seconded the motion and all were in favor. The motion carried.

**5. Financial Reports:**

- The Board reviewed the financial & collections reports provided for January 2020. Bridget moved to approve the waiving of account #2911475 - \$0.94, Lynn seconded the motion and all were in favor. The motion carried.
- The Board also requested that Vista update the collections policy to automatically waive any balance under \$3.00. Vista will get the policy updated and provide the new policy for Board approval at the next meeting.
- Hilda moved to approve the January 2020 financials and collections report as amended, Lynn seconded the motion and all were in favor. The motion carried.

**6. ARB Committee Report:**

- JoAnn provided a brief ARB report noting:
  - ❖ 14624 Wishing Wind Way – Install Vinyl Fence – Approved – 01/26/2020
  - ❖ 16429 Arrowhead Trail – Landscape Project – Approved – 02/06/2020
  - ❖ 16305 Hawks Nest Court – Remove Tree – Approved – 02/06/2020
  - ❖ 16351 Arrowhead Trail – Repaint Front Doors – Approved – 02/13/2020

**7. Violation Report:**

- D. Frazier informed the Board that the inspection will be completed on Wednesday, February 19th and an updated violations report would be provided.

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### **8. Old Business:**

- **Welcome Packet Information Pamphlet Update:**
  - **Judy reported that the informational pamphlet still needs a few tweaks but for the most part the pamphlet is complete and a draft was provided.**
- **NC Pools Letter:**
  - **D. Frazier provided the NC Pools letter for the Board to review again. The Board discussed the lack of having any official NC Pools contract and since Blue Horseshoe is now in place and working well, no letter needs to be sent to NC Pools.**
- **Top Notch Update:**
  - **D. Frazier provided a brief update noting:**
    - ❖ **The Poinsettia's at the entrance have been removed**
    - ❖ **The plant beds were weeded**
    - ❖ **A list of Spring flowers will be provided shortly for the Board for selection and installation at the entrance**

### **9. New Business:**

- **Closing Off Old 50 Entrance Discussion:**
  - **The owner who was to provide the Board with updated information regarding this project was not in attendance. This matter has been tabled until the next meeting.**
- **Camera Install at Entrance Discussion:**
  - **JoAnn provided several proposals from years past regarding installing camera's at the community's entrance. JoAnn will put together a bid breakdown and present it at the next meeting. This matter has been tabled until the next meeting.**
- **Governing Document Amendment Discussion:**
  - **The Board was provided with a few governing documents recommendations and information pertaining to a new law to be passed regarding Air B-N-B's and short term leasing restrictions with HOA's.**
  - **JoAnn moved to approve contacting the association's attorney to gather more information regarding this new law and a draft of what the attorney feels would be appropriate for the Arrowhead Estates community, Bridget seconded the motion and all were in favor. The motion carried.**
- **Holiday Decoration Install/Take Down Bids:**
  - **The Board discussed hiring a vendor to install holiday decorations for 2020 and requested a few bids.**
  - **Hilda moved to approve obtaining bids not to exceed \$2,000 for holiday decoration purchase, install, take down & storage, Lynn seconded the motion and all were in favor. The motion carried.**

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- **Beautiful Homes Committee:**
  - **The Board discussed the committee's concerns with gathering votes and participation. If the committee no longer wants to handle the voting & nominations they should step down, the Board will continue to handle things as done in previously.**
- **Board Duties:**
  - **Judy provided a list explaining each Board position and duties that revolve around those positions. Judy would like to see other members of the Board be more proactive.**

### **10. Newsletter:**

- **Judy provided an update to the next newsletter deadline, April 10<sup>th</sup> is the deadline and distribution will be done on April 15<sup>th</sup>.**

### **11. Events:**

- **The Community Easter Egg Hunt is scheduled for April 4, 2020**
- **The Community Yard Sale is scheduled for May 8<sup>th</sup> & 9<sup>th</sup> 2020**

### **12. Next Board Meeting: March 21, 2020 – Saturday Meeting!**

- ❖ **JoAnn will be bringing coffee**
- ❖ **Judy will be bringing the donuts**
- ❖ **Lynn with be bringing the OJ**

### **13. Open Session:**

- **Nothing was reported.**

### **14. Adjournment:**

- **With no further association business to discuss, Lynn moved to adjourn the meeting at 7:59 PM, Bridget seconded the motion and all were in favor. The motion carried.**