

# **ARROWHEAD ESTATES HOMEOWNERS ASSOCIATION, INC.**

## **Board of Directors Meeting**

**Tuesday, May 21, 2019**

### **MINUTES**

**Directors Present: Judy Hillard, Gemma Waldon, JoAnn Hughes, Lynn Patrick, David Springer & Bridget Murphy.**

**Directors Absent: Eric Rodrigues.**

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

**1. Call to Order:**

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

**2. Establish Quorum:**

- **A quorum of the board was established.**

**3. Proof of Notice:**

- **The meeting notice was posted on Saturday May 18<sup>th</sup>.**

**4. Approval / Waive the Meeting Minutes from the April 16, 2019:**

- **David moved to approve the minutes as presented, Bridget seconded the motion and all were in favor. Motion carried.**

**5. Financial Report:**

- **The board requested that the \$4,499 overage for Lake / Pond in GL #6620 be moved to Reserves.**
- **Bridget moved to approve the financials as presented, Lynn seconded the motion and all were in favor. Motion carried.**

**6. Manager's Report:**

- **Frazier provided a brief management report.**

**7. Inspections' Report:**

- **Frazier reported that the inspection was completed on Friday May 17<sup>th</sup> and once the violations were updated a new violation report will be provided to the board.**
- **The board requested a letter be drafted for the new owner of 16055 AHT to inform them of the current fence violation.**
- **The board discussed all of the dirty PVC fencing along Old Hwy 50 and if they should allow the bushes and shrubs to grow to allow the vegetation to block the dirty fence areas. The board requested Frazier contact Top Notch (landscaper) and inform them to not trim the bushes along the fence line and allow them to grow.**

**8. ARB Committee Report:**

- **JoAnn provided the ARB report noting:**
  - ❖ **3 ARB applications were reviewed and approved in April.**
  - ❖ **1 ARB application was reviewed and approved in May.**

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## **9. Old Business:**

- **Landscaping Bid Specs Discussion:**
  - **The board tabled this discussion until the next meeting.**
- **Pet Leash Signage Follow up:**
  - **Judy reported the signs were installed and look great.**

## **10. New Business:**

- **Pool Camera Equipment Review/Approval:**
  - **JoAnn moved to approve the Alarm Protection Center proposal to fix and update the pool camera equipment, David seconded the motion and all were in favor. Motion carried.**
- **Duke Energy Meter Reading Follow up:**
  - **The board will not be installing a lockbox outside the pool gate. Nothing further to report.**
- **Applied Aquatic Management Renewal:**
  - **JoAnn moved to approve the Applied Aquatic contract renewal, David seconded the motion and all were in favor. Motion carried.**
- **Petty Cash Increase:**
  - **Judy reported that event reimbursement isn't happening on a regular basis and the board needs the cut off dated for when invoices need to be submitted. Dave moved to approve the petty cash total be raised from \$300 to \$500, Bridget seconded the motion and all were in favor. Motion carried.**
- **Welcome Packages:**
  - **Gemma informed the board that the welcome packages were ready and displayed what the owner's will receive as a welcome to the community gift.**
- **Next Meeting Date:** **The next meeting is scheduled for June 18, 2019**

## **11. Newsletter:**

- **The next newsletter will be ready to send out in August and Gemma will be providing trivia again.**

## **12. Events:**

- **No upcoming events are currently planned.**

## **13. Open Session:**

- **No questions at this time.**

## **14. Adjournment:**

- **With no further association business to discuss the meeting was adjourned at 7:44 pm.**