

Arrowhead Estates Homeowners' Association, Inc.

Board of Directors Meeting

Held Tuesday February 27, 2018 at 6:30pm

At the Clermont Baptist Church, 16115 Old Hwy 50, Clermont, FL 34711

Meeting Minutes

Directors Present: Judy Hilliard, Dave Springer, Lynn Patrick, Jo Ann Hughes, Bridget Murphy

Directors Absent: Erick Rodriguez,

Association Manager: Richard Eckelberry representing Vista Community Association Management

1) Call to Order

Judy Hilliard called the meeting to order at 6:31pm

2) Establishment of Quorum

A quorum of the board was established. A Majority of board members were present with Erick Rodriguez being absent.

a. Accept Lauren Cross' resignation/Board Vacancy

Motion was made by Lynn Patrick and was seconded by Bridget Murphy to accept Lauren Cross' resignation from the board of directors. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

There is currently a vacancy on the board to be filled.

3) Proof of Notice

The meeting notice was posted on the meeting sign at the entrances to the community on February 23, 2018 and was also posted on the HOA Facebook page.

4) Approval of Previous Meeting Minutes – January 27, 2018

Motion was made by Jo Ann Hughes and was seconded by Dave Springer to approve the January 27, 2018 meeting minutes. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

5) Financial Report

Richard Eckelberry summarized the financials.

Motion was made by Lynn Patrick and was seconded by Bridget to approve the January Financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Jo Ann Hughes stated that she has sent a message to Kristina Yates with Vista asking when Center State Bank will be closed out. Richard Eckelberry will follow up with Kristina.

6) Managers' Report

The board of directors received the managers' report.

7) Inspections Report

The board of directors received the inspections report.

8) ARB Committee Report

There was 11 Approved Application: 16241 Arrowhead Trail for fence replacement from wood to pvc and extend driveway, 16436 Arrowhead Trail for shed, 14613 Wishing Wind for a new roof. 14628 Wishing Wind for Vinyl fence and shutters. 14707 Timucua for a new roof. 16062 Arrowhead for brick pavers at front entrance and walkway. 16104 Arrowhead for a shed. 16141 Arrowhead for a new roof. 16440 Arrowhead for painting. 16209 Apalachee Circle to paint. 16523 Arrowhead Trail to install a partial fence.

9) **Old Business**

a. Violation Fining

The board of directors had further discussion regarding fining for violations. The board discussed a sample violation letter regarding fining that was provided by the attorney.

Motion was made by Dave Springer and was seconded by Bridget Murphy to accept and use the sample violation letter for fining that was provided by the attorney. Call to Vote: All board members present voted unanimously to approve.

Motion Carried

Motion was made by Bridget Murphy and was seconded by Dave Springer to appoint Debbie Crews and Adam Steffens to the Fining and Suspensions Committee. Call to Vote: All board members present voted unanimously to approve.

Motion Carried

This item was tabled until a third committee member is appointed.

b. Sound Wall Update

There will be a Project Public meeting on the sound wall on May 17th.

c. BOD Duties

Judy Hilliard presented to the board a list of duties for the community that each member of the board or committees can take responsibility for. The board had discussion regarding the list of duties. Each duty was filled by a board member or general committee.

d. Other old Business

There was no other old business.

10) **New Business**

a. Main Entrance Upgrades

Richard Eckelberry reported that he had been in contact with Top Notch Landscaping regarding getting a proposal for upgrading the main entrance landscaping. Richard Eckelberry reported that Top Notch has been running behind on getting the proposal, but will working on it and hopes to have something within the next week.

b. Other New Business

Judy Hilliard reported that the Easter egg hunt is scheduled for March 24th. Flyers for the Easter egg hunter will be distributed on March 9th and 10th.

Judy Hilliard reported that an owner had asked for a discussion to be had by the board regarding getting speed bumps in the community. The streets are county owned street and the HOA wouldn't be able to put speed bumps in unless the streets were owned by the HOA.

Judy Hilliard reported that she had spoken with Deputy Walter Wolf regarding the current Notice of Trespass agreement with the sheriff. Someone from the board now has to be present should a call out for a sheriff be needed if someone was trespassing at the pool. Judy Hilliard will contact Deputy Walter Wolf to confirm the proper procedural order if a trespass needs to be reported.

11) **Open Session**

Some owners in attendance had comments, but no action was taken by the board.

12) **Adjournment**

Motion was made by Dave Springer and was seconded by Lynn Patrick to adjourn the meeting at 8:00pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

13) **Next Meeting**

Next meeting will be on Tuesday, March 27, 2018 at 6:30 p.m. at the Clermont Baptist Church, 16115 Old Hwy 50.