

# Arrowhead Estates Homeowners' Association, Inc.

## Board of Directors Meeting

Held Tuesday June 26, 2018 at 6:30pm

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

### Meeting Minutes

**Directors Present:** Judy Hilliard, Jo Ann Hughes, David Springer, Erick Rodriguez, Lynn Patrick, Gemma Waldon

**Directors Absent:** Bridget Murphy

**Association Manager:** Tina Yamada, LCAM, Vista Community Association Management

#### 1) Call to Order

Judy Hilliard called the meeting to order at 6:30pm.

#### 2) Establishment of Quorum

A quorum of the board was established with six members present.

#### 3) Proof of Notice

The meeting notice was posted on the meeting sign at the entrances to the community on June 23, 2018.

#### 4) Approval of Previous Meeting Minutes – May 22, 2018

Motion was made by Erick Rodriguez and seconded by Lynn Patrick to approve the May 22, 2018 meeting minutes as presented. Call to Vote: All board members voted unanimously to approve. Motion Carried.

#### 5) Financial Report

Tina Yamada summarized the financials. The CenterState Bank reserve balances will be transferred to BB&T Bank. A motion was made by Erick Rodriguez and seconded by David Springer to approve the May financial reports. Call to Vote: All board members voted unanimously to approve. Motion Carried.

#### 6) Managers' Report

The board of directors received the managers' report. The board requested that the manager contact Top Notch landscaping to review the terms of their contract because the clean-up of the Birds of Paradise plants at the entrance should be included as part of their normal service, along with weeding plant beds, fence line clean-up, chemicals, et cetera.

#### 7) Inspections Report

The board of directors received the inspections report.

#### 8) ARB Committee Report

There were 4 approved applications: 14511 Wishing Wind Way for painting. 14612 Dream Catcher for a partial pvc fence. 16149 Arrowhead Trail for a fence. 14639 Dream Catcher Court to replace roof and repaint.

One application was NOT approved: 14618 Dream Catcher Court request to install a shed was not approved due to excessive square footage.

#### 9) Old Business

##### a. Main Entrance Upgrades

The Board would like to have quotes from 3 local companies for entrance design and installation. The center islands, in particular the ends, should be included as a separate line item estimate. The companies should recommend a design that is economical, but pretty.

b. Other old Business

Gemma Waldon presented a proposed Welcome Basket for new homeowners, to include useful information and helpful items. It was suggested to also include a gift as part of the welcoming package in the amount of \$25. Vista should consider how to best notify the Board of home sales so that baskets can be delivered.

Newsletter information should be sent to Bridgett Murphy by July 15<sup>th</sup> so it can be delivered to the residents by August 1<sup>st</sup>.

10) **New Business**

a. Security Camera Repair

Alarm Protection Services visited onsite to investigate problems with cameras in the parking lot. It was found that 2 cameras were pointing the wrong direction and 1 was not broadcasting. These issues were resolved and repaired.

b. Pool Equipment Gate- Locksmith

A new lock was installed at the pool equipment gate. The old key will still function with the new lock.

c. Access Card Entry

This matter was tabled. The Board is not interested in installing a card access system at this time.

d. Other New Business

Judy Hilliard noted that on the association's Facebook page there is an album to register neighborhood pets to assist in returning them to their owners if they become lost. Homeowners can log their address and phone number.

11) **Open Session**

No specific requests.

12) **Adjournment**

Motion to adjourn was made by Lynn Patrick and seconded by Erick Rodriguez at 7:15pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

13) **Next Meeting**

Next meeting will be on Tuesday, July 24, 2018 at 6:30 p.m. at the Clermont Baptist Church, 16115 Old Hwy 50.