

Arrowhead Estates Homeowners' Association, Inc.
Board of Directors Meeting
Held Tuesday January 23, 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, Erick Rodriguez, Bridget Murphy (Attended at agenda item 6)

Directors Absent: Lauren Cross

Association Manager: Richard Eckelberry representing 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. A Majority of board members were present with Lauren Cross being absent.

3) **Proof of Notice**

The meeting notice was posted on the meeting sign at the entrances to the community on January 20, 2018 and was also posted on the HOA Facebook page.

4) **Approval of Previous Meeting Minutes – November 28, 2017 Annual Meeting and Budget/Organizational Meeting**

Motion was made by Erick Rodriguez and was seconded by Lynn Patrick to approve the November 28, 2017 annual meeting minutes as a draft. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Motion was made by Jo Ann Hughes and was seconded by Erick Rodriguez to approve the November 28, 2017 budget and organizational 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 David Springer and was seconded by Erick Rodriguez to approve the December Financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Jo Ann Hughes reported that she will be cutting up the Center State credit card and returning it to Vista.

Jo Ann Hughes stated that the bank had sent out the payment coupons incorrectly as they were set for quarterly payments, the bank has resent the corrected payment coupons.

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 4 Approved Application: 16351 Arrowhead Trail for removal of a tree, 16241 Arrowhead Trail for fence replacement from wood to pvc and extend driveway, 16436 Arrowhead Trail for shed, and 14624 Dream Catcher for roof replacement and a shed.

9) **Old Business**

a. Violation Fines

The board of directors discussed the fining procedure that was received from the attorney. The board of directors requested for the attorney to draft up the 14 day notice.

Jo Ann Hughes will talk to an owner that wants to be on the appeals committee, as they are not listed as the owner on the county property appraiser. Owners that volunteered for the committee are Mark Russel, Debbie Crews, and Adam Steffens. The board will discuss further at the next meeting.

b. Other Old Business

Judy Hilliard reported that new signs were installed at the playground, and one purchased for the newsletter.

The hurricane debris has been cleaned up.

Judy Hilliard reported that the Turnpike is in the middle of the study for the turnpike expansion. There will be a public meeting in April.

10) **New Business**

a. Main Entrance Irrigation Repair – 2353

Motion was made by Jo Ann Hughes and was seconded by Erick Rodriguez to ratify the board decision by email to approve the quote from Top Notch Landscaping of \$2950 to repair the irrigation going under the main entrance. Cost to be expensed from the Reserves. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

The irrigation is currently being repaired

b. Irrigation Repair – Estimate 2344

A quote was previously received from Top Notch Landscaping for \$520 to repair areas of the irrigation. Upon doing the work, they had had to spend more time going around tree roots. The new cost is \$820

Motion was made by Erick Rodriguez and was seconded by David Springer to approve the \$820 for the irrigation repair. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

c. Main Entrance Upgrades

Richard Eckelberry will set up a meeting with Top Notch Landscaping and Bridget Murphy to go over ideas for upgrading the main entrance.

d. Pool Form (Revised)

The board of directors discussed the revised pool form. Changes were suggested to also include the type of activity to be held at the pool

e. 2018 Calendar

Judy Hilliard reported that she and Lauren Cross had worked on putting together the calendar. The calendar will be included with the newsletter

f. Other New Business

Judy Hilliard reported that the Beautiful Home Committee is Gail Springer, Lauren Cross, and Liz Thompson.

Judy Hilliard stated that anything the board wants added to the newsletter needs to be reported by next week. Judy Hilliard suggested including a section in the newsletter with bios of the board members.

Judy Hilliard will work on creating a list of jobs for the community that board members or owners could volunteer for.

11) **Open Session**

No further discussion

12) **Adjournment**

Motion was made by Erick Rodriguez and was seconded by Bridget Murphy to adjourn the meeting at 7:53pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

13) **Next Meeting**

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