

**MINUTES OF
ARROWHEAD ESTATES HOMEOWNERS ASSOCIATION, INC.
REGULAR MEETING OF THE BOARD OF DIRECTORS**

Date: February 23, 2016

Place: Clermont Baptist Church, Clermont, Florida

Directors Present: Karl Schneider, Judy Hilliard, Erick Rodriguez, Jo Ann Hughes, Bridget Murphy and Larry Blackwell

Directors Absent: Lynn Patrick

Others Present: John L. Bagwell, LCAM, Tina Yamada, LCAM, President of Vista Management

CALL TO ORDER

Karl Schneider officiated and called the meeting to order at 6:36 P.M. and a quorum was established and proper 48 hour posted notice was verified.

APPROVAL OF MINUTES

Larry Blackwell made a motion to approve the minutes of the January 26, 2016 regular directors meeting, as presented. Judy Hilliard seconded the motion and the motion was carried unanimously.

COMMITTEE REPORTS

Financial Report: Jo Ann Hughes, Treasurer, reviewed the partial Financial Report provided by Vista which is still incomplete due to incomplete data supplied by World of Homes. She related to the board about a meeting at Vista's Office, with the accounting department, at which time all concerns were discussed. The manager stated that the accounting department was working to get all financial information transferred and completed.

Manager's Report: John Bagwell delivered the managers report, a copy of which is attached to these minutes.

Violation Report: John Bagwell advised that inspections would begin fully Thursday and Friday of this week.

Architectural Review Committee Report: Jo Ann Hughes presented one ARB application, as follows:

16110 Arrowhead Trail, extending a fence and adding of a gate. Approved.

OLD BUSINESS

Beautiful Home Sign: Jo Ann Hughes displayed the design of the new beautiful home sign and the board all agreed that it was a nice design and big improvement over the existing sign. The board authorized payment of the \$124.12 cost to Fast Signs, with \$62.06

being issued now, as a deposit, and the balance to be paid upon completion of the sign. The manager agreed to place the order upon receipt of the check from the Vista accounting department. It was so moved by Larry Blackwell and seconded by Judy Hilliard and the motion carried unanimously.

NEW BUSINESS

Creation of Petty Cash Account. Upon motion made by Larry Blackwell and seconded by Bridget Murphy, it was unanimously resolved to open a separate petty cash account at CenterState Bank, with a debit card for Jo Ann Hughes, Treasurer's use, and a cash limit of \$500.00.

Calendar Events. Upon motion made by Larry Blackwell and seconded by Judy Hilliard, it was unanimously resolved to set the Easter Egg Hunt for the children on March 26, 2016. Jo Ann Hughes was authorized to negotiate the purchase of signs and any supplies from former chair Lisa Bauer. The motion further authorized a spending limit of \$400.00 to be used by the new chair, Bridget Murphy.

Other Calendar Events. The garage sale was set for April 16-17, 2016 for the spring event, and November 12-13, 2016 for the fall event. The fall festival was set for October 15, 2016. One sprint board meeting at the pool was set for April 23, 2016, at 10:00 o'clock a.m. The board deferred setting a second meeting to see how much interest there is in the first one. These additional calendar dates were approved by motion made by Larry Blackwell and seconded by Erick Rodriguez, which carried unanimously.

Pressure washing at pool. Jo Ann Hughes announced that she had received a bid of \$300.00 from Jay Judy to pressure wash the pool deck and sidewalks as well as the building at the pool. Upon Motion made by Larry Blackwell and seconded by Erick Rodriguez, which carried unanimously, it was resolved to accept the bid and authorize the work.

Painting of the pool cabana. The board decided to get bids on painting of the pool cabana, including one from Sean Oldham and others. By resolution proposed by Jo Ann Hughes and seconded by Larry Black, the board unanimously approved the solicitation of such bids.

The board thanked Erick Rodriguez for repairing a leak in the pool cabana.

The decision on whether to contract with "At Home Net" for a web site was tabled until Larry could check with his wife Marie, and for a committee to meet with Vista's support staff to learn more about the product.

Two projects involving AmeriScapes were tabled until a future meeting. The removal of a tree near the pool would be put out for two more bids, and the issue of landscaping and beautifying the front entrance was tabled until the board could see if Mark Russell would give recommendations as to what plants would be best.

OPEN SESSION

One resident, Sharon Schiffer advised that she had not received her coupon book. Tina Yamada discussed the problem with her personally and agreed to get her an account number by email and to order another book, to be sent to a corrected address. Another owner who had a similar problem, but was not in attendance would receive a similar solution.

ADJOURNMENT

Larry Blackwell made a motion that the meeting be adjourned. Judy Hilliard seconded the motion and the motion was unanimous. The meeting was adjourned at 8:28 o'clock P.M.

NEXT MEETING

March 22, 2016, 6:30 P.M., Clermont Baptist Church, Clermont, FL.

**Respectfully Submitted
For the Secretary**

John L. Bagwell, LCAM

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