

# Arrowhead Estates Homeowners' Association, Inc.

## Board of Directors Meeting

Held Saturday, October 27, 2018 at 10:00am

At the Arrowhead Estates Pool Cabana, Clermont, FL 34711

### Meeting Minutes

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

**Directors Absent:** Erick Rodriguez, Gemma Waldon

**Association Manager:** Richard Eckelberry, LCAM, Vista Community Association Management

#### 1) Call to Order

Judy Hilliard called the meeting to order at 10:00am.

#### 2) Establishment of Quorum

A quorum of the board was established with five members present. Erick Rodriguez and Gemma Waldon were absent.

#### 3) Proof of Notice

The meeting notice was posted on the meeting sign at the entrances to the community on October 24, 2018.

#### 4) Approval of Previous Meeting Minutes – September 25, 2018

A correction was noted as needed. Under Other Old Business, "Beautiful Homes Committee" should be "Scarecrow Contest".

Motion was made by David Springer and seconded by Lynn Patrick to approve the September 25, 2018 meeting minutes with the corrections. 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 seconded by Bridget Murphy to approve the September Financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

#### 6) Managers' Report

The board of directors received the managers' report. Richard Eckelberry reported that the pool equipment lid and chlorinator have been replaced.

#### 7) Inspections Report

The board of directors had discussion regarding the inspections report.

16152AT has had numerous notices sent for the garbage bin being left out in front of the garage.

Motion was made by Lynn Patrick and seconded by Jo Ann Hughes for the associations attorney to send a demand letter to 16152AT for garbage bins being left out in front of garage. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Marcie Heese and Kathleen Jahns volunteered to serve on the violation appeals committee.

#### 8) ARB Committee Report

There were 4 approved applications: 14542 Wishing Wind Way for painting, 14707 Timucua for Solar Panels, and for Windows. 16311 Arrowhead Trail for a new roof.

9) **Old Business**

a. 2019 Budget Discussion

Jo Ann Hughes updated the 2019 draft budget, with a reduction of \$5 in the yearly assessment. The board of directors had discussion regarding the 2019 draft budget. The budget will be formerly approved at the next meeting on November 27<sup>th</sup>.

b. 2018 Annual Meeting discussion/update

Richard Eckelberry reported that the notice for the annual meeting scheduled for November 27<sup>th</sup> was mailed out on Friday October 26<sup>th</sup>. Judy Hilliard and Jo Ann Hughes' term will be expiring at the annual meeting and there will be 2 board seats open for election.

c. Entrance Landscaping

The entrance landscaping install has been completed by Top Notch. Bridget Murphy spent a lot of time with Top Notch making sure things were planted in the correct spots. Top Notch provided a quote for 350 sq.ft. of sod and 65 jasmine plants to fill in some of the other areas needed at the entrance for \$675. Jo Ann Hughes stated to go back to Top Notch and ask for 1 Japanese Blueberry tree, the sod, and 50 jasmine for \$500.

Motion was made by Jo Ann Hughes and seconded by David Springer to approve for Top Notch to install 1 Japanese Blueberry tree, the sod, and 50 jasmine for \$500. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

d. Other Old Business

Judy Hilliard reported that she and Gemma Waldon still need to meet to go over Christmas event ideas.

10) **New Business**

a. Tree Trimming - Pool

A quote was received from Enviro Tree to trim some of the branches from 2 trees that are overhanging the pool area for \$450.

Motion was made by Lynn Patrick and seconded by Bridget Murphy to accept the quote from Enviro Tree for \$450. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

b. Other New Business

The garage sale is scheduled for November 10<sup>th</sup> and 11<sup>th</sup>. Ads have been placed. Signs have been installed

11) **Open Session**

Owner reported a home with junk and trash in the driveway and backyard. Richard Eckelberry will try making contact with the owner.

12) **Scarecrow Contest**

Judy Hilliard announced the winners of the Scarecrow Contest. 3<sup>rd</sup> Place was Eric and Gina Rodriguez at 16007AT. 2<sup>nd</sup> Place was Walter and Cindy Richards at 16413AT. 1<sup>st</sup> Place was Bobby and Debbie Thomas at 14627DC.

13) **Adjournment**

Motion to adjourn was made by Lynn Patrick and seconded by Bridget Murphy at 11:07am. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

14) **Next Meeting**

Next meeting will be the on Tuesday, November 27, 2018 at 6:30 p.m. at Clermont Baptist Church.