

ARROWHEAD ESTATES HOMEOWNERS ASSOCIATION, INC.

Minutes

Meeting of the Board of Directors

June 23, 2020

- (1) **CALL TO ORDER.** The President, Ms. Judy Hilliard, called the meeting to order at 6:31 p.m. on the date above noted, at the Clermont Baptist Church, the location specified in the notice for this meeting.
- (2) **DETERMINATION OF A QUORUM.** Present were Board members President Judy Hilliard, Vice President Erick Rodriguez, Treasurer JoAnn Hughes, Director Hilda Hunt, Director Heather McLaughlin and Director Bridget Murphy. Also present was Laura Faulk, LCAM, Vista Community Association Management. Absent was Secretary Lynn Patrick. The President announced that a quorum was present.
- (3) **CONFIRMATION OF PROPER MEETING NOTICE.** The President announced that the notice for this meeting was accomplished in accordance with bylaw and statutory requirements.
- (4) **READING AND APPROVAL OF MINUTES.** MOTION by Mr. Rodriguez, and seconded by Ms. McLaughlin, that the minutes of the May 19, 2020 meeting be considered read and an affirmative roll be attached. All yes, motion carried.
- (5) **FINANCIAL REPORT.** Ms. Hughes read and reviewed the Association's Financial Report month ending May 2020 and advised that the Financials of the Association are in good order, however there were several homeowner's there were delinquent with notices sent out.

Motion by Ms. Murphy, seconded by Mr. Rodriguez to approve the Association's financial report. All yes. Motion carried.
- (6) **ARB COMMITTEE REPORT:** Ms. Hughes provided the following ARB report and noted:
 - a. 16526 Arrowhead Trail – Install Driveway Pavers – APPROVED
- (7) **VIOLATION REPORT:** The Board reviewed the current violation report. The President, Ms. Hilliard, has a list to go over the violations and will supply this list to the Board. Board will ask Sentry Management to look into a towing company for the community.
- (8) **MANAGEMENT REPORT.** Ms. Faulk typed up a summary report of the action items accomplished since the prior meeting. This report summary was included in the meeting package and will be part of the Association's records.
- (9) **UNFINISHED BUSINESS**
 - a. Top Notch Update – After Ms. Faulk's meeting with Rodney there is still weeds and more to be added to the front areas. Don Hughes, Bridget Murphy, and Judy Hilliard, on Saturday, June 20, 2020, planted 40 new 1 gallon Jasmine plants and weeded the two front beds.

Thanks to Don Hughes, Bridget Murphy, and Judy Hilliard for their hard work and dedication to keeping our community beautiful.

- b. Beautiful Home Committee – Ms. Hughes, Ms. Hilliard, and Ms. Springer will have this quarter’s winner sent in for the newsletter by August 7, 2020. This committee is looking for volunteers.

- c. Christmas Decoration Companies – Ms. Faulk has emailed the Board information from Lighting Pros for their review. Ms. Faulk also let the Board know about a company called Jingle Bell Lighting, however, Ms. Faulk informed the Board that this company has a \$10,000 minimum but they may be willing to drop it to \$7,500 due to COVID-19.

(10) NEW BUSINESS

- a. Security Cameras and Internet – Security cameras are still not working properly. Ms. Faulk and Ms. Hughes met with Spectrum on the property in which Spectrum informed Ms. Faulk and Ms. Hughes that the internet modem is working, however, there is no connection from the cables and that Spectrum will have to send another technician out to the property to check and replace broken cables. Spectrum is to schedule this week. The President, Ms. Hilliard would like the username and password for the WIFI. Ms. Faulk to email Ms. Hilliard and Ms. Hughes a copy of the latest invoice from Spectrum so that they have all necessary information needed when calling Spectrum.

- b. New Management Company – As of July 1, 2020, Ms. Faulk will no longer be the Community Association manager for Arrowhead Estates. Effective July 1, 2020, Arrowhead Estates will be managed by Sentry Management.

- c. Pool Gate Lock – Ms. McLaughlin brought up replacing the lock on the pool gate with an electronic lock system that does not require a key to exit. Ms. McLaughlin will obtain three (3) quotes for a new locking system and present the to the Board at the next Board of Directors meeting.

(11) NEWSLETTER: Ms. Hilliard advised that the deadline to submit is August 7, 2020, and the publish date will be August 14, 2020.

(12) EVENTS: Ms. Hilliard advised that there are no events scheduled at this time.

(13) NEXT MEETING DATE – July 28, 2020 at 6:30 p.m. @ Clermont Baptist Church

(14) OWNER / RESIDENT OPEN FORUM - Time was given for homeowners to ask questions and give feedback to the Board.

(15) CALL TO ADJOURN. With no further business to discuss, Mr. Rodriguez motioned to adjourn the meeting at 7:35 p.m., seconded by Ms. Hunt. All yes, motion carried.

Drafted by Laura Faulk, LCAM
Respectfully submitted for the Secretary,

Lynn Patrick, Secretary