

ARROWHEAD ESTATES HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting

Tuesday, August 20, 2019

MINUTES

Directors Present: Judy Hillard, JoAnn Hughes, Lynn Patrick, Bridget Murphy, Dave Springer & Eric Rodriguez.

Directors Absent: Gemma Waldon

Association Management: D. Frazier representing Vista CAM

1. Call to Order:

- **The meeting was called to order at 6:30 pm.**

2. Establish Quorum:

- **A quorum of the Board was established with 6 of 7 Directors present.**

3. Proof of Notice:

- **It was confirmed that Dave posted the notice within the community.**

4. Approval of the Meeting Minutes from the July 16, 2019:

- **JoAnn moved to approve the meeting minutes as presented, Bridget seconded the motion and all were in favor. Motion carried.**

5. Financial Report:

- **Dave moved to approve the association financial report as presented, Eric seconded the motion and all were in favor. Motion carried.**

6. Inspection Report:

- **Frazier reported that due to the software upgrade/conversion at Vista, no inspection has been completed at this time. Frazier will complete the inspection before the end of August and provide the Board with the report.**

7. ARB Committee Report:

- **Dave provided the ARB report noting:**
 - ❖ **16001 AHT, Solar Panel Request – Approved.**
- **Dave also reported that the fence at 16055 AHT has been moved.**

8. Old Business:

- **Handicapped Parking Spot Restriping follow up:**
 - ❖ **Judy reported that this was completed and it looks great.**
- **Community Status Sheet follow up:**
 - ❖ **Frazier provided JoAnn a draft of the new status sheet, JoAnn will look it over and make the needed corrections.**

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- **Oak Tree root removal:**
 - **Frazier informed the Board that he contacted several Tree Service vendors and wasn't able to provide any proposals before the meeting. JoAnn reported that she reached out to Enviro Tree Service and they will provide a proposal shortly.**
 - **The Board discussed the removal of the sidewalk altogether and replacing it with sod. Bridget moved to approve the removal of the sidewalk near the pool, Dave seconded the motion and all were in favor. Motion carried.**
- **Community Well follow up:**
 - **Frazier informed the Board that he will contact a few Well vendors and get proposals to the Board before the next meeting. JoAnn reported that she has a few vendors and provided the information to Frazier to follow up.**
- **Violation letter follow up:**
 - **The Board has no further questions regarding where the violation letters are being sent, JoAnn just wants to make sure they are being sent correctly and we receive a response.**
- **Reserve funds movement follow up:**
 - **JoAnn reported that she has no problem not performing the transfer of funds as long as she's aware that the funds are available.**
- **Smoker on the street follow up:**
 - **Judy reported that the Smoker was painted on the street and moved back into the owner's backyard on August 2nd.**

9. New Business:

- **New Pool Service Company to service the pool:**
 - **Judy reported that the community has a new temporary pool service vendor Blue Horseshoe who will be filling in for our regular vendor who is recovering from surgery.**
- **If You See Something Say Something:**
 - **Judy reported that she was contacted by a few residents regarding concerns within the community and wanted everyone to know that each owner has the ability to notify or contact the proper authorities if you witness anything happening in the community. You do not need to report it to the Board of Directors, the owners can and should report happenings to the management company and the authorities.**
- **Welcome Committee Process:**
 - **The Board discuss the current Welcome to the community process to have residents come to the monthly meeting to obtain their Welcome Packet and information. The Board has determined that this process will not work and it was determined that the packets will need to be hand delivered. Judy and Lynn volunteered to deliver the packets and requested an updated new resident report from Vista CAM.**

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- **Tree Proposal from Kerney Tree Service:**
 - **JoAnn requested that Vista CAM reach out to Kerney Tree Service and request a not to exceed proposal. The proposal is for tree trimming and root removal not to exceed \$800.**
- **Next Meeting Date: September 17, 2019**

10. Newsletter:

- **Judy reported that any information going into the next newsletter needs to be turned in no later than November 1st.**

11. Events:

- **Judy reported on the following upcoming events:**
 - ❖ **The October HOA Meeting will be on Saturday, October 15th at 10am at the pool.**
 - ❖ **The winner of the HOA Scare Crow Contest will be announced on October 31st.**

12. Open Forum:

- **Owner, Hilda wanted to thank the Board of Directors for their service and let them know they are doing a wonderful job.**

13. Adjournment:

- **With no further association business to discuss, Lynn moved to adjourn the meeting at 7:29 pm, Eric seconded the motion and all were in favor. Motion carried.**