

**Arrowhead Estates Homeowners' Association, Inc.**  
**Board of Directors Budget and Organizational Meeting**  
Held Tuesday November 28, 2017 following the annual meeting  
At the Clermont Baptist Church, 16115 Old County Road 50, Clermont, FL 34711

**Meeting Minutes**

**Directors Present:** Judy Hilliard, Dave Springer, Lynn Patrick, Jo Ann Hughes, Bridget Murphy, Erick Rodriguez, Lauren Cross

**Association Manager:** Richard Eckelberry representing Vista Community Association Management

1) **Call to Order**

Judy Hilliard called the meeting to order at 6:45pm

2) **Establishment of Quorum**

A quorum of the board was established. All board members were present.

3) **Proof of Notice**

The meeting notice was mailed on October 27, 2017, posted on the meeting sign at the entrances to the community on November 24, 2017, and was also posted on the HOA Facebook page.

4) **Approval of Previous Meeting Minutes – October 28, 2017**

Motion was made by Jo Ann Hughes and was seconded by Erick Rodriguez to approve the October 28, 2017 board meeting minutes. Call to Vote: All board members voted unanimously to approve. Motion Carried.

5) **Appoint Officers**

Motion was made by Lynn Patrick and was seconded by Erick Rodriguez to keep the officer positions the same with Judy Hilliard as President, Erick Rodriguez as Vice-President, Jo Ann Hughes as Treasurer, and Lynn Patrick as Secretary. Call to Vote: All board members voted unanimously to approve. Motion Carried.

6) **2018 Budget**

Motion was made by Lynn Patrick and was seconded by Bridget Murphy to approve 2018 budget as presented. The annual assessment will remain the same at \$625 or \$156.25 in 4 installments due in February, March, April, and May. Call to Vote: All board members voted unanimously to approve. Motion Carried.

7) **Financial Report**

Richard Eckelberry summarized the financials.

Motion was made by Erick Rodriguez and was seconded by Lauren Cross to waive the \$1.92 interest charge on 16559AT. Call to Vote: All board members voted unanimously to approve. Motion Carried.

Motion was made by David Springer and was seconded by Bridget Murphy to approve the October Financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Jo Ann Hughes updated the owners in attendance that the association is switching banks to BB&T. Owners will receive information on this when the 2018 coupons are sent out.

8) **Managers' Report**

The board of directors received the managers' report.

### 9) **Inspections Report**

The board of directors received the inspections report.

The board of directors discussed what actions to take on properties that have received final violation notices.

Motion was made by Erick Rodriguez and was seconded by Bridget Murphy to get an opinion from the association's attorney on fining for violations and draft a fining procedure. Call to Vote: Erick Rodriguez – Yes. Bridget Murphy – Yes. Judy Hilliard – Yes. Jo Ann Hughes – Yes. David Springer – No. Lauren Cross – Yes. Lynn Patrick – Yes. A majority of board members voted to approve. Motion Carried.

Debbie Crews, Mark Russell, and Adam Steffens volunteered to be on the fining appeals committee when established.

### 10) **ARB Committee Report**

There was 2 Approved Applications: 16322 Arrowhead Trail for a tree removal, 16429 Arrowhead for new roof and staining the fence.

### 11) **Old Business**

#### a. 16055AT Fence

The board of directors discussed what action to take next regarding the unapproved and improperly placed fence at 16055AT. The owner did not reply to the attorneys demand for mediation. According to the attorney the next step would be to file a lawsuit. The board asked Richard Eckelberry when the attorney is consulted regarding fining for violations, to see what the cost could be to go through with the lawsuit, and also see if fining could be an avenue to pursue.

#### b. Other Old Business

Judy Hilliard reported that the community yard sale took place on November 11<sup>th</sup> and 12<sup>th</sup>.

Judy Hilliard reported the next newsletter will be going out by December 15<sup>th</sup>, Jo Ann Hughes will look into getting a sign to post in the community to make owners aware the newsletter is available.

Judy Hilliard reported that the entrances had the Christmas decorations installed and thanked the volunteers that helped.

Judy Hilliard reported that the Pool Reservation Form needs to be updated. Bridget Murphy volunteered to update the form.

Bridget Murphy and Liz Thompson volunteered to judge the next Beautiful Homes award, which will be on December 9, 2017.

### 12) **New Business**

#### a. Donation

Motion was made by Jo Ann Hughes and was seconded by Erick Rodriguez to ratify the board decision to donate \$100 to an owner whose wife had passed away. Call to Vote: All board members voted unanimously to approve. Motion Carried.

#### b. Other New Business

Jo Ann Hughes reported that she had given approval on irrigation repairs needed, \$265 to relocate a PVC line due to roots breaking the line, and \$150 to repair a main line leak.

Motion was made by Jo Ann Hughes and was seconded by Erick Rodriguez to approve the expenditure for the irrigation repairs. Call to Vote: All board members voted unanimously to approve. Motion Carried.

Judy Hilliard and Lauren Cross volunteered to work on the calendar for 2018.

### 13) **Open Session**

An owner commented on a property that had fencing still out by the road that was put out after the county came through for the hurricane debris cleanup. Richard Eckelberry stated that notices were sent to them and he put his business card on the door. The owner also stated that a property by the main entrance still has a stump by the road and also tree debris place in a cul-de-sac. Another owner commented stating that he was told that the county will be making a second trip to the community for a cleanup by November 30<sup>th</sup>.

The owner also commented on a couple properties that need painting touched up. Richard Eckelberry will look into.

14) **Adjournment**

Motion was made by Lynn Patrick and was seconded by Bridget Murphy to adjourn the meeting at 7:51pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

15) **Next Meeting**

Next meeting will be on Tuesday, January 23, 2018 at 6:30 p.m. at the Clermont Baptist Church, 16115 Old Hwy 50.