

**MINUTES OF
ARROWHEAD ESTATES HOMEOWNRES' ASSOCIATION, INC.
ORGANIZATIONAL AND BUDGET MEETING OF THE BOARD OF DIRECTORS**

Date: Tuesday, November 22, 2016, following Annual Meeting at 6:00 o'clock p.m.

Place: Clermont Baptist Church, 16115 Old County Road 50, Clermont, Florida 34711

CALL TO ORDER

Judy Hilliard officiated and called the meeting to order at 6:35 o'clock p.m. and a quorum was established and proper notice was given and verified.

PRESENT

Directors Present: Judy Hilliard, Bridgett Murphy, Jo Ann Hughes, Larry Blackwell, David Springer, Lynn Patrick and Erick Rodriguez were present

Others Present: John L. Bagwell, LCAM and Richard Eckelberry, LCAM, Michael Bustamante, Community Support Representative of Vista-CAM, and Billy Butterfield representing AmeriScapes Landscape Management Services.

APPROVAL OF MINUTES

Jo Ann Hughes made a motion to approve the minutes of the October 15, 2016 regular directors meeting, as presented. Larry Blackwell seconded the motion and the motion was carried unanimously.

COMMITTEE REPORTS

Financial Report: John Bagwell, LCAM delivered the financial report.

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

Violation Report: John Bagwell reported on violations outstanding. Inspections were conducted on November 14, 2016.

Architectural Review Committee Report: Jo Ann Hughes reported that no ARB applications had been submitted subsequent to the last board meeting.

OLD BUSINESS

Judy Hilliard thanked all of the volunteers who had worked so hard to make this year's Fall Festival a success. She also stated that the Community Garage Sale held on November 11-12, 2016 had been a success. Christmas decorating will begin on December 3, 2016 at 10 o'clock a.m. for anybody wishing to volunteer their assistance.

The next topic of old business was the proposal put forth by Swim Kids, USA. Jo Ann Hughes reviewed the information from the association's insurance agent that indicated having a program that included nonresidents might not be covered by insurance. There remained several board members who wanted to keep the matter open. Therefore Lynn Patrick made a motion, seconded by Erick Rodriguez, to refer the matter to Attorney Karen Wonsetler, asking for her opinion as to whether Swim Kids USA's insurance would be adequate to protect the association. Richard Eckelberry agreed to collect the information in hand and refer it to the attorney.

NEW BUSINESS

Election of Officers: Upon motion made by Larry Blackwell and seconded by Erick Rodriguez, the board unanimously approved the following slate of officers for the year ending 2017: Judy Hilliard, President; Erick Rodriguez, Vice President; Lynn Patrick, Secretary; and Jo Ann Hughes, Treasurer.

Budget: Upon motion made by Larry Blackwell and seconded by Dave Springer, the proposed budget as compiled by the treasurer and the management company accounting team was unanimously approved as presented. A copy of this budget is attached hereto and made a part of these minutes.

Petty Cash: Jo Ann Hughes advised that the debit card with Center State Bank would not work for cash withdrawals, but could be used for purchases of items for the association. There needed to be a mechanism to have cash to reimburse owners for small items that they bought. Upon motion made by Erick Rodriguez and seconded by Larry Blackwell, it was unanimously resolved to issue a check from association funds to Jo Ann Hughes for \$300.00 to be cashed and kept as "petty cash". This would be in addition to keeping the debit card for use to purchase other sundry items necessary to maintain the HOA.

AmeriScapes: Billy Butterfield of AmeriScapes appeared to answer any concerns of the board. Among the items presented to Mr. Butterfield were Mowing along the walls adjacent to the retention pond at Wishing Wind Way and Arrowhead Trail; cleaning up twigs and debris after mowing; pruning trees to the 12 foot canopy level specified in the contract; maintaining the road right-of-way to the swimming pool; trimming the plants inside the pool fence (Mr. Butterfield advised that his pool key does not work after the locks were changed. Jo Ann Hughes advised that she would issue him a replacement key); trimming the palm trees twice a year and the shrubs three times a year; removing the ligustrum on the right side (leaving) of the County Road 50 entrance near the bike trail; edging along the roadway to the pool; and mulching especially the beds at the front entrance. After a thorough discussion, Mr. Butterfield agreed to address all of these concerns. Further it was decided that Mr. Butterfield, Richard Eckelberry, and any concerned lot owners would formulate a plan to plant trees or shrubs as markers along the Wishing Wind Way side of the large retention pond, to delineate mowing boundaries.

Bright House (now Spectrum): Jo Ann Hughes informed that Bright House and Alarm Protection Center had reported a breach of the system. Alarm Protection Center reset the password. Anybody needing the new password should contact Jo Ann Hughes.

Mustard Seed: Mustard Seed (a charity) is collecting donations to assist needy families in the area. It was agreed to put the information on the face book page.

OPEN SESSION

All homeowners present were given time to voice their concerns. No new issues or concerns were presented.

ADJOURNMENT

Larry Blackwell made a motion that the meeting be adjourned. Erick Rodriguez seconded the motion and the motion was unanimous. The meeting was adjourned at 7:36 o'clock p.m.

NEXT MEETING

January 24, 2017, 6:30 o'clock p.m. Clermont Baptist Church, 16115 Old County Road 50, Clermont Florida 34711.

**Respectfully Submitted
For the Secretary**

John L. Bagwell, LCAM

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