

Arrowhead Estates Homeowners' Association, Inc.

Board of Directors Meeting

Held Tuesday September 25, 2018 at 6:30pm

At the Clermont Baptist Church, 16115 Old Hwy 50, 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 6:30pm.

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 September 22, 2018.

4) Approval of Previous Meeting Minutes – August 28, 2018

Motion was made by Bridget Murphy and seconded by David Springer to approve the August 28, 2018 meeting minutes as presented. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

5) Financial Report

Richard Eckelberry summarized the financials.

The new hearing for 14614WWW has been scheduled for October 10th.

Motion was made by Jo Ann Hughes and seconded by Lynn Patrick to write off \$0.18 on an account and \$4.97 on another account. And to send a final demand letter to 14639DCC. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Motion was made by David Springer and seconded by Lynn Patrick to approve the August 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.

7) Inspections Report

The board of directors received the inspections report.

The board reported that there is currently a home that is bringing in a trailer. Need to get address and Richard Eckelberry will have a notice sent.

8) ARB Committee Report

There were 7 approved applications: 14606 Wishing Wind for a new mailbox. 14618 Dream Catcher for a shed. 14618 Wishing Wind for a roof. 14631 Dream Catcher for a pvc fence. 16019 Arrowhead to remove infected palm. 14536 Wishing Wind Way for a shed. 14542 Wishing Wind Way for a new roof.

9) **Old Business**

a. Main Entrance Upgrades / Irrigation

A quote was received from Top Notch Landscaping for \$225 to repair damaged irrigation that was damaged when the palms were removed behind the monument signs. Another quote was received from Top Notch Landscaping of \$750 to add additional irrigation needed to support the new entrance landscape install.

Motion was made by Jo Ann Hughes and seconded by Bridget Murphy to approve the 2 quotes from Top Notch Landscaping totaling \$975 to repair and upgrade the irrigation at the main entrance. Cost to be expensed from the Reserves. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

A quote was received from Pioneer Environmental to have the monument signs pressure washed for \$125.

Motion was made by Jo Ann Hughes and seconded by Bridget Murphy to approve the quote from Pioneer Environmental to have the signs pressure washed for \$125. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

b. Other Old Business

Judy Hilliard reported that the Scare Crow contest will be in October and owners will have until October 24th to have their scarecrows up. The winner will be announced at the October 27th meeting

Judy Hilliard stated that a volunteer was needed for the scarecrow contest. Jo Ann Hughes volunteered to help judge for the scarecrow contest.

The newsletter will be out the first week in November. The yard sale will be November 10th and 11th.

Judy Hilliard thanks Jo Ann Hughes, Gina Rodriguez, Gemma Waldon, and Bridget Murphy for helping to distribute flyers. Judy Hilliard and Gemma Waldon will be meeting on October 13th to discuss Christmas decorations.

10) **New Business**

a. 2018 Annual Meeting Discussion

The board had discussion regarding the upcoming Annual Meeting. The meeting will be held on Tuesday November 27, 2018. Check in time is 6:00pm with a meeting start time of 6:30pm. The notice for the annual meeting will be sent approximately 30 days in advance of the meeting. Judy Hilliard and Jo Ann Hughes' term will be expiring at the annual meeting and there will be 2 board seats open for election.

b. Other New Business

The CPA engagement letter was received from Joseph Michalak, LLC.

Motion was made by Jo Ann Hughes and seconded by David Springer to engage Joseph Michalak, LLC for the year end financial compilation for \$950. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Motion was made by Bridget Murphy and seconded by David Springer for new signs at the pool for \$214. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Signs have been installed

11) **Open Session**

None

12) **Adjournment**

Motion to adjourn was made by Lynn Patrick and seconded by David Springer at 7:31pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

13) **Next Meeting**

Next meeting will be on Saturday, October 27, 2018 at 10:00 a.m. at the Arrowhead Pool Cabana.