

ARROWHEAD ESTATES HOMEOWNERS ASSOCIATION, INC.
Minutes
Meeting of the Board of Directors
May 19, 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 community pool cabana, the location specified in the notice for this meeting.
- (2) **DETERMINATION OF A QUORUM.** Present were Board members President Judy Hilliard, 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 Vice President Erick Rodriguez and 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 Ms. Murphy, and seconded by Ms. Hunt, that the minutes of the April 21, 2020 meeting be considered read and an affirmative roll be attached. All yes, motion carried.
- (5) **INTRODUCTION OF NEW LCAM:** Ms. Faulk introduced herself to the Board and the homeowners present as the manager for the community.
- (6) **FINANCIAL REPORT.** Ms. Faulk read and reviewed the Association's Financial Report month ending April 2020 and advised that the Financials of the Association are in good order.

Motion by Ms. Hunt, seconded by Ms. McLaughlin to approve the Association's financial report. All yes. Motion carried.
- (7) **ARB COMMITTEE REPORT:** Ms. Hughes provided the following ARB report and noted:
 - a. 14512 Wishing Wind Way – Install White PVC Fence – APPROVED
 - b. 16001 Arrowhead Trail – Exterior Painting – APPROVED
 - c. 16104 Arrowhead Trail – Install New Windows – APPROVED
- (8) **VIOLATION REPORT:** The Board reviewed the current violation report. Ms. Faulk advised the Board that she has started anew with all violations and will ensure that inspections are conducting monthly as contracted.
- (9) **MANAGEMENT REPORT.** Ms. Faulk presented 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.
- (10) **UNFINISHED BUSINESS**
 - a. Top Notch Update – Ms. Faulk advised the Board that she met with Rodney from Top Notch Landscaping to discuss the deficiencies in the company's performance recently. Ms. Faulk advised that when she arrived at the front entrance of the community the landscapers were pulling the weeds by hand and spraying as instructed. Ms. Faulk discussed some ways to increase the amount of Jasmine and ways to speed up growth time. This would include either adding more Jasmine or increasing irrigation and utilizing liquid fertilizer.

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- b. Irrigation Mainline Repair – Ms. Hilliard advised that this project has been repaired and completed.
 - c. Pool Cameras – Ms. Hilliard advised that Tracy from Alarm Protection repaired the parking lot cameras by the pool, however, one is no longer working again. Ms. Hilliard advised that the Board will not have them come back and repair it again as there is another camera that covers the same angle as the broken one.
 - d. Beautiful Home Committee – Ms. Hilliard and Ms. Hughes have volunteered to run the committee. Other volunteers are still welcome to join.
- (11) NEW BUSINESS
- a. BOD Meeting Day – The Board discussed moving the monthly Board of Directors meeting day to the 4th Tuesday of every month.

Motion by Ms. Murphy, seconded by Ms. Hughes to approve moving the BOD meeting to the 4th Tuesday of every month. All yes. Motion carried.
 - b. New Community Association Manager - Ms. Laura Faulk has been assigned as the community's new manager.
- (12) NEWSLETTER: Ms. Hilliard advised that the deadline to submit is August 7, 2020.
- (13) EVENTS: Ms. Hilliard advised that there are no events scheduled at this time.
- (14) CALL TO ADJOURN. With no further business to discuss, Ms. Hunt motioned to adjourn the meeting at 7:28 p.m., seconded by Ms. Mcloughlin. All yes, motion carried.
- (15) OWNER / RESIDENT OPEN FORUM - Time was given for homeowners to ask questions and give feedback to the Board.
- (16) NEXT MEETING DATE – June 23, 2020 at 6:30 p.m. (Location to be determined)

Respectfully submitted for the Secretary,

Laura Faulk, LCAM