

# ARROWHEAD IMPROVEMENTS ASSOCIATION

## BOARD MEETING

Inn at Arrowhead

September 15, 2012

2:00 P.M.

D R A F T

Prior to beginning the business meeting, Bob Hernandez announced that we had two board directors, Don Koeltzow and Rich Ostrom, resign their positions due to health reasons. As a result there are two vacant board positions. We are looking for two owners interested in filling these two positions. It has been a long, hard summer for the board. One of the managers made a comment yesterday that someone was complaining about her without coming to her but going to others with their complaints. The best way to handle rumors is to address them. These rumors are ridiculous. Bob has tried to be as upfront as he possibly can. The board only wants to be sure that the Regulations and Covenants are applied equally across the owners. Unfortunately, a threat was made by a community member that the board wanted to divide the community. That is not true, it was an owner who chose to do this. When we took down the message board last year, it was because we had lots of inappropriate comments made on the board. The AIA Owner's Forum Board doesn't seem to reflect the neighborly nature that we are looking for here at Arrowhead. The board is here to serve you, and that is all we want to do. What the Board has done doesn't reflect any personal bias. If you see either Don or Rich, please thank them for their service on the Board and to the community.

### Order of Business:

- **Call to Order**—President Bob Hernandez
- **Determination of Quorum**— President Bob Hernandez reported that a quorum of the Board was present. Members present were Bob Hernandez, President; Carol Flick, Secretary; Al Hale, Treasurer; Sharon Pugh via Skype; and Larry Bruestle.
- **Approval of March 2012 Minutes**—**Carol Flick** - Bob Hernandez stated that a draft of the August 17, 2012 minutes of the meeting have been distributed and asked the audience for any questions, corrections, or additions. Hearing none, Carol moved that these minutes be approved. The motion was seconded by Larry Bruestle and the motion was carried.
- **Approval of August Financials**—**Al Hale** – Reported Financials: Al Hale --- Line 102 Alpine checking --- mitigation payment. Income Statement -550 – runs over budget and will remain that way because of legal and collection efforts. 612 – a negative number because the snow mobile club reimbursed for fuel used last summer. Line 696 Fire protection: we paid to use the Wildfire mitigation actual cost to contractor --- we will be getting \$30,000 back for that project due to the grant. Al moved that the financials be approved. Carol Flick seconded the motion and the motion carried.

### 1. Management Reports

**Communications**—**Melissa Hernandez** - Facebook page: we need to make more use of the FB page because it is cheaper for us to put information on FB. Tell everyone to use it. Our webmaster has been

on vacation for the last two weeks. He had hoped to post things, but there are things that we had to have delayed, consequently.

- **Design Review— Joyce** - Sunday someone wanted a house permit approved, and there is possibly a new shed going in this fall. Quite a few lots and a few houses have been sold. Those who have bought lots had us walk in driveways and locate a camper pad. They were very excited about coming up here and had lots of questions which we were happy to be able to answer.
- **Forest Management—Bob Rosenbaum** - Bob – Bark beetles --- we are making good progress on the currently infested trees that we have identified. We should have the ones identified to be dealt with before fall. MCH Packs - As we did last year, property owners can piggyback on the AIA's order.
  1. Order for MCH packs. The price is \$1.67 per pack and the rule of thumb amount is 40/acre. Please make checks payable to the AIA but send them to: Bob Rosenbaum  
636 Columbine Dr  
Cimarron, CO 81220
  2. He will log in each order and distribute them in early May.
  3. If the order is large enough -- more than 5000 -- the price per pack will drop to \$1.37. The difference will be made up in extra packs. Checks need to be received by Friday, Nov. 16th.
- **Maintenance and Facilities—Bob Hernandez** - Road project for Alpine will be underway soon. Will is meeting with county to see how much the AIA will contribute to the \$26,000 grant that Rich Leary helped us get. The work will probably occur towards the end of September or early October. We will try to get it done between hunting seasons. We would like to have the work done from the winter parking lot to Ponderosa or to Spruce if we can stretch the money.
- **Security - Reinie Masanetz** – On the corner of Ute and Rim, a new traffic sign has been put in, and a new mirror is up on Ute. When you come down on Ute you will see a new diamond shaped sign letting you know that the turn is there. Slow down coming to that intersection since it is a high accident area. On the trail behind Rim around Rim and Ute there is a new sign saying the road is closed, private property ahead. Please refrain from using that trail. Winter Parking lot --- Fees for Diesel entire season \$200, \$25 per week and \$10 for a weekend. Handling complaints: if you have a complaint please call security on duty. Call on the cell number --- that way they can get all the information on the proper form. Rather than calling the board, please call security. We are looking for new security team members, Reserve officers; we need people who can help during snowstorms and the driving of snowmobiles.

## 6. Committee Reports

- **Weed Spraying Program-Carol Flick** – Carol reported that several property owners have borrowed the sprayers and used the spray to take care of the weeds on their own property. She also let everyone know that a new crop of noxious weeds has come up and she could use volunteers to help spray for weeds.

## 7. Action Items

- Review of items discussed at the Friday workshop. See the Minutes for that meeting.
- Motions resulting from the Workshop:

1. Every year we have to decide and announce at least 30 days ahead of time the date that RV and Camping equipment must be removed for the winter. Last year we set the date in early November but didn't have

much snow by then. This year the fourth hunting season is over on Sunday, 18 November. The Board decided the date this year is Sunday, 18 November. Notwithstanding using common sense if the weather is worse this year all RVs and camping equipment should be removed by this date.

Motion:

I move that Sunday, 18 November 2012 be set as the date RVs and Camping equipment must be removed from Arrowhead in accordance with our covenants.

Motion was seconded and carried unanimously.

2. Two paragraphs of the current BOD Handbook need to be amended to reflect the actual procedures used. These paragraphs are paragraph K, Election Policy and paragraph P, Budget Process. The changes are shown on the one page handout.

Motion:

I move that paragraph K, Election Policy, and paragraph P, Budget Process, of the current BOD handbook be amended to reflect the following change as shown on the one page handout.

Motion was seconded and carried unanimously.

For the record:

K. Election Policy

1. Election committee – The committee shall consist of the Secretary of the Board, who shall serve as chairman, and three owners. Additional owners may be selected to assist with vote counting.

2. Voting procedures for revisions of the covenants, approval of capital expenditures over \$100,000, dues increases, special assessments, etc. -

The committee shall determine that the owners' address list maintained by the AIA office is current and send the ballots. A ballot shall be prepared to include the issues to be decided as well as the owner's name, address, lot, block, and filing numbers. (An address label can be used.) All owners who are in good standing will receive a ballot for each lot owned. Any owner whose voting rights have been suspended per the By Laws or who is more than thirty (30) days delinquent in payment of dues is not in good standing. The ballot shall be sent by first class mail accompanied by a cover letter and an addressed return envelope. The cover letter will explain the action to be voted on, the reasons that have been advanced for and against the action, the recommendation of the Board, and the last day of voting. A replacement ballot may be distributed upon request. The ballot must be sent at least forty-five (45) days before the last day of voting.

3. Board elections – No one standing for election shall participate in administering that election. The committee shall solicit notices of intent to run for Director from interested owners. Each candidate shall prepare a short biographical sketch and the reasons why they should be considered for election to the board in 250 words or less, which will be included in the ballot mailing. The final list of candidates shall be presented to the Board at least sixty (60) days before the ballots are mailed. The candidates may be introduced to owners at the annual meeting or any regular meeting. Candidates may obtain an owner's

address list for twelve dollars (\$12.00) or address labels for twenty-five dollars (\$25.00) from the AIA office and send a personal letter to owners. If there are no contested openings, the candidates may be affirmed by a vote of the Directors without owners' vote.

4. Vote counting – The Chairman shall supervise the process but will not participate in the actual counting of votes. The committee shall open all ballots received, ascertain that the ballot is valid (appropriately marked and signed), check off the owner on a master voting list, and count the vote. Counting may be done in more than one session. The master voting list, ballots, and vote tally shall be retained for one year.

P. Budget Process

1. The Treasurer, office manager and department managers will prepare the annual budget draft and present it to the Board for their review.
2. Within 90 days of the adoption of the proposed budget, the Board shall mail, by ordinary first-class mail, or otherwise deliver a summary of the budget to all the owners, shall post it on the AIA website, and shall set a date for a meeting of the owners to consider the budget. This meeting is typically part of one of the Board's regular monthly meetings.
3. After hearing owner's comments, the Board will make any changes the Board feels are necessary and then make a motion to approve the budget. (Normally at the January Board meeting.)
4. The budget proposed by the Board does not require approval from the owners and it will be deemed approved by the owners in the absence of a veto at the noticed meeting by a majority of all owners.
5. In the event that the proposed budget is vetoed, the periodic budget last proposed by the Board and not vetoed by the unit owners must be continued until a subsequent budget proposed by the Board is not vetoed by the owners.

- **Announcements from the Board:**

The next Board Meeting: October 20, 2012 at Inn at Arrowhead at 2:00 P.M. Following the meeting there will be a short meeting of winter residents.

- **Announcements from the Audience:** None were made.

- **Adjournment:** Bob Hernandez asked for a motion to adjourn the meeting as there was no further business to be discussed. Carol Flick moved that the meeting be adjourned and it was seconded by Rich Ostrom. The motion was carried.

The next Board meeting will be held on October 20, 2012 at the Inn at Arrowhead at 2:00 P.M.