

**DRAFT MINUTES  
ARROWHEAD IMPROVEMENTS ASSOCIATION  
REGULAR BOARD MEETING  
SATURDAY, SEPTEMBER 16, 2017  
ARROWHEAD VOLUNTEER FIRE DEPARTMENT, 1:00 PM**

AIA Board President, Kim Norwood, made his opening remarks welcoming all attendees. He addressed several short topics and answered several questions before entering into our Regular Board Meeting at 1:30 PM.

**PLEDGE OF ALLEGIANCE** was led by President Kim Norwood.

**CALL TO ORDER AND DETERMINATION OF QUORUM:**

President Kim Norwood called the Regular Board Meeting to order at 1:30 P.M.

Present were: Kim Norwood, President; Dick Bloss, Vice President; Dale Breckenridge, Treasurer; Bridget Isle, Secretary; Becky Stilley, Member and Jim Matteson, Member. Excused absence: Patty Greeves, Member. A quorum was determined.

President Kim Norwood reported there was an Executive Session and a Special Meeting held yesterday, Friday, August 18, 2017. [EXECUTIVE SESSION: Covers issues involving personnel, delinquencies/collections, legal disputes with owners and legal advice from counsel under CCIOA (C.R.S. Section 38.33.3.308) (a), (e) and (f).] President Norwood reported that, per the agenda, the Special Meeting, which was open to the public, was held from 1:00 PM to 3:15 PM on Friday afternoon for the purpose of reviewing the work accomplished on the Governing Documents. Three (3) property owners were present for different portions of this review. These Special Meeting dates and times are posted and all interested property owners are welcome to attend Governing Document review sessions.

**ADDITIONS OR DELETIONS TO THE POSTED AGENDA:** President Norwood announced the need to add the following two items under New Business: 1) Item #4-Trash Compactor Issues – Jim Matteson; 2) Item #5- Renewal of Arrowhead Website – Bridget Isle.

A motion made to approve the agenda by Becky Stilley was seconded by Dick Bloss, and passed unanimously.

**APPROVAL OF MINUTES OF SPECIAL AND REGULAR BOARD MEETINGS HELD FRIDAY AND SATURDAY, AUGUST 18/19, 2017:**

- 1) The August 18th Special Meeting was approved as written with no changes.
- 2) The August 19<sup>th</sup> Regular Meeting was approved as written with no changes.
- 3) The August 19<sup>th</sup> Annual Owners Meeting was approved with two minor correction. A motion to approve the August 2017 minutes with corrections was made by Dick Bloss, seconded by Jim Matteson and passed unanimously.

**REVIEW OF FINANCIAL STATEMENTS:** Treasurer Dale Breckenridge updated the Association on the current financial status. Dale again reminded the owners that due to recent fraudulent/phishing scams involving inquiries regarding our Association budget, the AIA finances will no longer be posted on our AIA website. However, any property owner may call our Arrowhead Office in Gunnison or Treasurer Dale Breckenridge and request a copy. Dale answered several questions from property owners in the audience regarding specific line items on the AIA budget. Dale also addressed several areas where he predicted the Association would be short or over on the amount budgeted. A brief discussion ensued regarding areas where funds would be available to be transferred, as needed. Dale welcomed any interested property owners to remain after the meeting if they were interested in further discussing any aspect of the Treasurers Report. A motion was made by Bridget Isle and seconded by Becky Stilley to allow Dale to adjust the budget as needed. The motion passed unanimously. Dale Breckenridge's report was accepted as read. (See attached September 2017 Treasurers Report)

**OWNER COMMENTS:** No owner comments were made at this time.

**2017 John Krall Award** – Each year the Arrowhead Community honors one or more residents who have given freely and volunteered their time and knowledge to help better our community. Bob Hernandez announced this year's recipient for the 2017 John Krall Award is Mike Wigent. Mike has not only served as President of our Arrowhead Board of Directors for several years, but served as a past Fire Chief and member of the Arrowhead Fire Protection District (AFPD), Board of Directors and helped with the formation of the AFPD. Mike's giving spirit in terms of his time, resources (truck and trailer), and knowledge has benefited the AIA, AFPD, AVFD and the many community projects in which he has participated and is greatly appreciated by the Arrowhead community.

## **OLD BUSINESS**

### **Held over or discussed from July 2017 meeting**

- 1. Update on Governing Documents Review:** Becky gave a brief update on the on-going review of our Governing Documents. There were two Special Board Meetings held for this purpose during the month of September, 2017. The Board is continuing the review and will announce and post all additional dates scheduled so any interested property owners may attend. Becky reminded all present that when the review is completed, the updated Governing Documents will be posted to give property owners the opportunity to read and review them. All review sessions are open to interested property owners wishing to attend.
- 2. 2018 Budget Review:** Dale Breckenridge presented a brief update on the status of the 2018 Budget Review. Dale announced that he has already made his first round of adjustments to the 2018 Budget. Dale has worked with AIA Board Members to determine where additional funds will be required. At present, we expect additional funds will be needed for groomer repairs and tires needed for the front-end loader. These are items that will be addressed under 2018 Budget requirements. During the calendar year, 2018, the AIA Board will be addressing a perceived need to increase our Association property

owner dues with any increase to become effective in 2019. Any move to increase Association dues would require a vote and approval by the Arrowhead property owners. The 2018 Budget will be addressed and approved at the October 2017 meeting.

3. **Update on Sale of the Arrowhead Ranch Water Company:** President Kim Norwood reported that the Board has established and assigned Board Members individual areas to research to provide information needed by the Board to become knowledgeable regarding the sale of the water company. There is presently no deadline (verified verbally by Jim Squirrell at this meeting). The Association is awaiting the appraisal which the Arrowhead Water Company has contracted out to be accomplished. President Norwood assured owners that the AIA Board and our legal counsel at the Law of the Rockies are working together intends to establish an Arrowhead committee of property owners with relevant expertise to assist this Board in establishing courses of action and gather all the facts needed for the decision process regarding the sale and any possible purchase. Any property owner who feels they have expertise which would be an asset to this committee of property owners, please contact Kim Norwood. Jim Squirrell was present and briefly answered questions on behalf of Donnie Squirrell.

#### **NEW BUSINESS:**

1. **Report on Action Without Meetings (AWM)** – President Norwood reported that the BOD held one AWM during the previous month. This AWM pertained to the appointment of Leigh Ann Reddick as the new member of our Election Committee.
2. **Opening Arrowhead Winter Parking Lot and Removal of RV/Motorhome for 2017** – President Norwood announced the following dates:
  - A. **Sunday, October 15, 2017:** Arrowhead Winter Parking Lot will open.
  - B. **Monday, November 6, 2017:** RV's, Motorhomes along with horses and horse trailers are to be removed from Arrowhead. These dates will be posted on our Arrowhead website. Please contact the Arrowhead Patrol or any Board Member if you have any questions.
3. **Affirmation of Kim Norwood and Jim Matteson to the Board of Directors** – Dick Bloss explained that the AIA Board election was cancelled because only the two sitting candidates were running for the two Board vacancies. Therefore there is no need for a formal election. Dick Bloss read the regulatory provisions applicable to this process and the Board of Directors proceeded to affirm both Kim Norwood and Jim Matteson. The motion was made by Dale Breckenridge and seconded by Becky Stilley to affirm both Kim Norwood and Jim Matteson and the motion passed unanimously.
4. **Trash Compactor Issues** – Jim Matteson reminded the community on the “Do’s and Don’ts” of what items can be deposited in the Compactor. Recently an old T.V. set was dropped off along with an ironing board. These do not fall within the category of small, easily compressible, household refuse (no metal or heavy cardboard; no construction materials, electronics or furniture). These items can become damage the compactor mechanism. Jim asked our community to be vigilant and to please report any violations to Patrol. Our newly installed cameras have done a good job helping identify violators.

- 5. Renewal of our Arrowhead Website** – Bridget Isle reported that our webmaster, Robb Pennie informed her that our Arrowhead1.org website needs to be renewed for another two (2) year period as of October 2017. A motion to renew the Association website was made by Jim Matteson, seconded by Dick Bloss, and passed unanimously.

#### **COMMITTEE REPORTS:**

- 1. Design Review Committee** – Kevin Stilley, interim Chair for DRC, reported that the Association was actively accepting applications for a new Chair for the DRC. Kevin stated that applications for this position will be accepted through Monday, September 25, 2017. The position is posted on the AIA website for all interested applicants. Kevin also stated that, surprisingly, DRC has received several recent requests for late Fall projects, to include sheds and/or driveways. All projects are being handled by the DRC members who on top of all their requirements for this year to date. Kevin added a big “thank you” to all DRC committee members for all their support and hard work. Kevin announced that the DRC plans to have a better page in the near future on our Association website. This will better aid our property owners to understand all the regulations for any property improvements, driveways and buildouts.
- 2. Communications** – Lisa Ditmore reminded all committee heads and Board members that the deadline for articles and/or advertising going into the upcoming Smoke Signals is Sunday, October 22, 2017. Please call or contact Lisa with any questions. Lisa reported that the number of viewings/hits of the Association website and the Association Face Book Page are both up 50%. If you have a special photo or anything that might add to our Face Book page or our Association’s website, please forward the digital photos, et al, to Lisa. (See attached Communications Report)
- 3. Forest Management** – Bill Conway thanked everyone who assisted with the September clean-up days. Bill reported that more than 68 owners helped with 19 trailers working along with five (5) of our local Arrowhead contractors. The lunch provided for “any and all” volunteers to our community was a huge success, as validated by the outstanding attendance. Bill discussed “Defensible Space” on your property and reviewed the definitions for the levels of Fire Danger. Bill reported that 55 bug infested trees were removed over the summer season. Interestingly, not one of the dead trees had an MCH patch. He personally believes the MCH patches purchased by property owners together with what the Associations contributes has greatly helped our area. He reminded all that he is happy to take questions regarding defensible space, property mitigation and to provide information regarding how to apply for any available grant money. Bill Conway will be available and happy to help you until he leaves the mountain on October 10, 2017.
- 4. Heavy Equipment/Maintenance** – Jim Matteson reported that several important items, to include the new tires for the front-end loader, need to be included within the 2018 Budget for next year. A number of hidden problems with the heavy equipment have surfaced which will require the special tools to make the repairs. Jim created a comprehensive list of the tools we currently own along with a list of what tools he believes must be purchased in 2018.

- 5. Patrol** – Dave Reddish reported that Patrol currently has 4 regular officers, 2 reserve officers and hopes to be adding 2 more officers on reserve status to help over holidays and to help cover any special events. Dave covered the Arrowhead Horse Corrals and the proper procedure for obtaining the use of stalls to house your horse(s). Dave reminded owners on the importance of complying with owner responsibility to inform any/all guests and/or lessees of the applicable Arrowhead rules and regulations along with the requirement to have in your possession an Arrowhead Fire Permit before burning in your fire pit. Dave explained that a recent purchase of a smart phone for Patrol will further assist on the more efficient performance of daily duties through the use of several Apps they are obtaining. Patrol hopes to add GPS coordinates to the smart phone to facilitate a more rapid response to specific addresses and off site locations.

**OWNER ANNOUNCEMENTS AND COMMENTS:** 1) Carla Vavrik announced that exercise classes are still being held at the Firehouse on Mondays, Wednesdays and Fridays. Classes begin at 9:00 AM; 2) Joanie Aufderheide announced that property owners here in the Winter season give some thought to the Annual Arrowhead Christmas Party which will be held at the Arrowhead Lodge on Saturday, December 9, 2017. Joanie and others are already working on the logistics of the Annual Parade of Lights, which will be held (date to be determined), between Christmas and New Year's Day; 3) Bob Hernandez announced that the Arrowhead Snowmobile Club will determine a meeting date within the next couple of weeks for the purpose of picking dates for all the 2017/18 snowmobile rides. Dates and times of meetings will be posted on the Arrowhead Snowmobile web site.

**BOARD ANNOUNCEMENTS:** NONE

**ADJOURNMENT:** With no further announcements or business, a motion was made by Dick Bloss, seconded by Jim Matteson, and passed unanimously to adjourn at 3:20 PM.

Submitted by Bridget Isle, Secretary/Member, AIA Board of Directors.

**Bridget Isle**  
**Secretary/Member**  
**AIA Board of Directors**

9/16/2017

**During the DRAFT phase of the Meeting Minutes, some reports, letters and/or correspondences presented by employees, committee members or BOD members may not be available for posting. They will be attached upon receipt if received before the DRAFT has been approved by the Board of Directors.**

**September 2017 Treasurer's Report:**

For the month of June we had \$43,185 of income and total expenditures of \$40,486 for a net income of \$2,699. We had a capital expenditure of \$12,999 for Groomer repairs. These numbers reflect changes made to the income statement to remove negative numbers from expenses that were refunds from various sources as suggested by a member at our July meeting.

The year to date numbers show a total income \$318,707 and expenditures of \$232,865. We had capital expenses of \$37,113 for the Alpine Road and groomer repairs. The net income after capital expenditures of \$48,728 for the first 8 months of the year against our budget target of \$5,341.

We have several items in our income statement that are over our Annual budgeted amount or will be over by the end of the year. They are

Administrative

569 Managers Wages with a projected short fall of \$6,500  
572 Employee Benefits \$700

Operations

612 Heavy Equipment Fuel \$3,500  
630 Arrowhead Patrol Payroll \$1,000  
699 Grooming Expense \$1,300

Financial

830 Taxes Payroll \$1,000

For a total amount of \$14,000

It is necessary to add these shortfall amounts to our annual budget in order to continue paying our employees and other expenses through the end of the 2017 year.

Delinquencies in Dues as of September 12, 2017

13 more than 180 days overdue in pay dues for a total amount due of \$14,002. This is 2 fewer and \$642 less than last month

**ASSETS** as of August 31, 2017

**Checking/Savings**

<b>101 · Checking</b>	<b>\$133,730</b>
<b>106 · Money Market Funds</b>	<b>\$526,450</b>
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<b>Total</b>	<b>\$660,180</b>

# Communications – September 2017 Report:

## SMOKE SIGNALS:

- All ad & articles for the upcoming October/November edition of Smoke Signals is **due no later than Friday, September 22<sup>nd</sup>**.

## Arrowhead in Colorado (AIA) Facebook:

- 18 post made since August 19th. 862 “Likes”
- A special “**thank you**” goes out to **Richard Girvan** for sharing the photos of the Mountain Lion that came for a visit to his place.

**On Sept. 9th this post set an “all-time record” being viewed by over 6100 people and shared 42 times in a 24-hour period.**

**As of Friday, Sept. 15<sup>th</sup> this same post has been viewed by over 9700 people and shared 68 times in a 6-day period.**

to Facebook | f Arrowhead | Yumpu - Publishing | f Arrowhead | f Arrowhead in | Google Translate | ☆ AIA--Arrow

Arrowhead in Colorado (AIA) added 2 new photos.  
Published by Lisa Marcuccilli Ditmore [?] Yesterday at 5:53pm

Thank you Richard Girvan for sharing these photos of the visitor who made it's presence be known Tuesday, Sept 5th around 4:00pm, on Aspen Drive.

6,139 People Reached

439 Reactions, Comments & Shares

203 Like	74 On Post	129 On Shares
6 Love	2 On Post	4 On Shares
5 Haha	1 On Post	4 On Shares
116 Wow	52 On Post	64 On Shares
67 Comments	19 On Post	48 On Shares
42 Shares	42 On Post	0 On Shares

1,057 Post Clicks

200 Photo Views | 0 Link Clicks | 857 Other Clicks

NEGATIVE FEEDBACK

6 Hide Post | 2 Hide All Posts

0 Report as Spam | 0 Unlike Page

Arrowhead in Colorado (AIA) added 2 new photos.  
Published by Lisa Marcuccilli Ditmore [?] September 9 at 5:53pm

Thank you Richard Girvan for sharing these photos of the visitor who made it's presence be known Tuesday, Sept 5th around 4:00pm, on Aspen Drive.

9,703 People Reached

713 Reactions, Comments & Shares

321 Like	92 On Post	229 On Shares
8 Love	3 On Post	5 On Shares
9 Haha	1 On Post	8 On Shares
184 Wow	65 On Post	119 On Shares
2 Sad	0 On Post	2 On Shares
121 Comments	33 On Post	88 On Shares
68 Shares	67 On Post	1 On Shares

1,607 Post Clicks

292 Photo Views | 0 Link Clicks | 1,315 Other Clicks

NEGATIVE FEEDBACK

2 Hide Post | 0 Hide All Posts

0 Report as Spam | 0 Unlike Page

## AIA WEBSITE:

- Our webmaster, Robb Pennie, will be unavailable:
  - Thursday, **September 14<sup>th</sup>** to Monday, **September 18<sup>th</sup>**
  - Wednesday, **October 18<sup>th</sup>** to Sunday, **October 29<sup>th</sup>**

## BLAST EMAIL LIST:

- 1 Blast emails have been sent to owners since last August 19<sup>th</sup>.

*Lisa Ditmore*

AIA Communication Liaison

Smoke Signals: [aiasmokesignals@gmail.com](mailto:aiasmokesignals@gmail.com)

AIA Blast Email: [arrowheadblast@gmail.com](mailto:arrowheadblast@gmail.com)