

ARROWHEAD IMPROVEMENTS ASSOCIATION, INC.  
BOARD WORKSHOP  
Inn at Arrowhead  
March 14, 2014 2:00 p.m.

Call to Order, Determination of Quorum, Adoption of Agenda with any Changes:

The Workshop was called to order at 2:00 p.m. by President Mike Wigent who determined that there was a quorum. Board members in attendance were: Mike Wigent, John Moseman, Al Hale, Sharon Pugh and Linda Squirrell. One item added to the agenda was a suggestion by Leonard Wasilewski to discontinue the landline phone for security at the firehouse.

John moved to approve the amended agenda with Sharon's second. That motion carried unanimously.

Gunnison County Electric Association Policy Change:

Mike asked Linda to provide background information and read part of a letter from Gunnison County Electric Association announcing that property owners will no longer be able to connect to transformers at no cost per a 2013 Colorado law. However, a two-year transition period has been negotiated. In order to get this information out to as many property owners as possible, the Board decided to post the GCEA letter on the website, include it in the April 1st issue of Smoke Signals and have the Communications Manager post it on the bulleting boards this summer. This change applies only to new connections.

2014 Work Plan Notebook & Board Handbook Revisions in Progress:

John has prepared notebooks for the Board members to make it easy to follow our work plan and refer to sections of the Handbook and CCIOA policies as the Board continues to work on revisions. This includes 32 pages of the employee hiring package with updated employee job descriptions. The Board will work to make sure all changes are ready to post for approval as that work is completed. The priority will be to have the fines/assessments policy/procedure posted and ready for Board action at the May meeting. Another policy in process is the records inspection policy.

In addition, John has prepared Power Point Board and owner education presentations (including handouts) which the Board hopes to have reviewed and ready for a summer meeting and available, as well, at the AIA Office.

#### Update/Discussion on Grooming:

Mike laid out the grooming situation and that the State has now agreed to allow the Arrowhead Snowmobile Club to continue to groom for the Arrowhead community the rest of this snow season at a cost of \$100/hour, limited to 30 hours and with the Association responsible for repairs, maintenance and labor (as usual). Previously, the cost to the Association for the use of the groomer was only \$10 per hour.

The Board discussed other options. John had prepared a cost analysis based on a number of assumptions and the Board reviewed that. He had also researched the cost to purchase a groomer for AIA (\$12,000 - \$144,000 plus shipping).

It was pointed out that grooming is a safety issue and that the Fire District's snowcat requires packed trails without too much snow on top or it can become stuck. It can also mess up a trail if it has to back up or turn around which could required additional grooming. One of the emergencies in which it was used recently was described. Fire Chief Kevin Stilley has expressed concerns about Arrowhead's ISO Rating, availability and cost of insurance and even "failure to respond" issues for the District as a result of the discontinuance of the long-standing grooming arrangement that the Snowmobile Club had provided to the community at a per lot cost of only \$5 per year. Property owners could already be facing problems obtaining insurance due to last year's forest fires elsewhere in the State and loss of our ISO Rating could exacerbate that problem.

Mike will look into the possibility of renting a groomer but the Board felt it best to accept the State's conditions for continued grooming using the Arrowhead Snowmobile Club's groomer for the rest of this season. Al pointed out that there are sufficient funds to finish the season but budget adjustments may be necessary later in the year. Our Covenants do require maintenance of our common lands which include our roads.

#### Credit or Debit Card for Office Manager's Use:

Some of the Association's business requires a credit or debit card rather than waiting for a bill, then writing a check, then mailing it. One example that brought this to the forefront was the anticipated employee background checks to be included in our hiring practices. These companies require payment before they will order the screenings. We are beginning this with the hiring of new security officers. Al explained Alpine Bank's program for debit cards that not only insures the Association against misuse by an employee but covers liability for fraudulent charges so long as the Bank is notified within 60 days. Were the Board to go with a credit card, then one of the Board members would have to guarantee it personally. The consensus was to have Al pursue a debit card for the Office Manager's use.

In response to questions from the audience, Mike explained where the Board is in filling the open security positions and that the Handbook will address drug or alcohol use by employees but drug testing is not planned due to the cost. He also invited suggestions about those job descriptions.

#### Security Land Line at Firehouse:

After much discussion, the Board instructed Leonard to check into upgrading the security cell phone and did not decide to discontinue the security land line. It was pointed out that a second line at the firehouse is often necessary in emergencies. (And we all know the problems with cell phone use in the mountains.)

#### Announcements were made from the Audience as follows:

Kathy Koeltzow announced that there will be a presentation at the firehouse on Tuesday about Medical Reserve Corp training which allows volunteers to respond to a massive incident anywhere in the State. (Mike already does this in Arizona.) Leonard announced that our security members' first aid certifications will expire this July; Kathy Koeltzow offered to work on this.

Before adjourning the meeting, Mike announced that this morning's executive session will be continued prior to tomorrow Board meeting.