

ARROWHEAD PROPERTY OWNERS ASSOCIATION  
MINUTES OF MONTHLY MEETING  
September 14, 2019

Property owners present: 24

Call to order by President Colleen Nicholas: 9:02 AM

Invocation by Bill Robbins

Before the roll was taken, Ms. Nicholas announced the appointment of new Board member, Heather Ashley, who will be taking over as Director of Parks & Recreation.

Roll Call:

Steve Mullen	PRESENT
Brenda DeMoulin	PRESENT
Chuck DeMoulin	PRESENT
Dana Nicholas	PRESENT
Colleen Nicholas	PRESENT
John Lillard	PRESENT
Kathy Lillard	PRESENT
Richard Bartoli	EXCUSED ABSENCE

Minutes read from August meeting and approved 7-0.

## COMMITTEE REPORTS

**Public Works** – Steve Mullen reported that normal grass cutting and weeding by Rick was done. Road rights-of-way were cut with the bush hog. Branches, limbs and some trees were cleared after the recent storm as well as pine straw from the street. Break in pier may have to be blocked off for safety until it is fixed. Boat ramp repairs should begin in October.

**Building Control** – Chuck DeMoulin reported that 8 letters were sent to owners and 2 building permits were granted. 2 second notice letters were sent to property owners regarding their failure to correct the overgrowth of weeds on their property. 2 building permits were granted, one for a porch on Pueblo and one for a deck on Ottawa. 2 letters were sent to property owners regarding abandoned vehicles on the property. 1 letter was sent regarding a garage construction without an Arrowhead permit. 1 certified letter sent to a property owner requiring their appearance before the Board to explain why they have not complied with previous letters regarding clearing of weeds and vines on the property.

**Treasurer** – Brenda DeMoulin reported total income for May thru August was \$90,686.17. Expenses were \$31,316.97. Checking balance is \$60,306.66. Reserve fund is \$105,012.83. Vending income is \$568.50 and expenses were \$151.58. Clubhouse rentals total \$325.00. Total income for the month of Aug. is \$6757.10. Expenses were \$9145.23. Currently there are 145 delinquencies totaling \$68,167.85. That is 20 less than last month. 10 letters have gone out to property owners notifying them of potential liens.

**Park Operations** – Brenda DeMoulin reported that during August, the clubhouse was rented 3 times. The Third Thursday dinner was held on 8/15, hosted by Elena and Richard Bartoli and

Deborah and Doug Ford. The theme was Beach Party and there were 60 people in attendance. The End of Summer bash was held on Sat. Aug. 31 at the gatehouse with hot dogs, chips and drinks. Approximately 50 people attended. The Welcome Committee visited two new members.

**Communications Committee** – Colleen Nicholas reported that a meeting of the CC was held on 9/1 to finalize the newsletter.

Also, the office will be closed from 9/19 to 10/8.

**Neighborhood Watch** – Dana Nicholas reported that the Neighborhood Watch committee will be meeting the last week in September.

**Vice President** – John Lillard reported on the Strategic / Long Range Planning Committee which met on the second Wednesday, August 14, 2019 and September 11 with 10 attendees. The meetings have been moved to every 3 months. Public Works, Ecology, and Administration was added to the document and reviewed. The document has been updated and now is complete and ready for final review.

Approval of the mission, vision, and values is done. The bylaws do not require the approval of the board of directors for the long range plan, so if no feedback is received by the end of September, the Vice President will create the signs and displays for the mission, vision, and values.

- There is a strong recommendation from the committee to have the APOA office hours modified to more convenient times for the members including being open on Weekends.
- It was also recommended the board analyze the possibility of reopening the concession stand to sell hot dogs, snacks, chips, drinks, ice cream, ice, and promotional items.
- The asset list from the accountant and a list obtained from Bill Robbins (Case's list) was used to create an asset list to determine maintenance and repair schedules.. The long range planning committee submitted the asset list to the board of directors for review and feedback as the list is obviously flawed as it reflects items no longer in the possession of the APOA and is missing items that have been purchased.
- The budget for the long range planning has been created, but does not include the list presented to the board which contains activities considered critical maintenance and repairs needing to be addressed immediately. The committee continues to remove maintenance and repair currently needing to be done, from the long range plan, much of this data is based on the asset list which needs board review and validation.
- The staffing plan is also included in the long range plan
- Our next meeting will be October 9, 2019 (the second Wednesday of the month) after which we anticipate sharing the complete plan.

Attended CEEG meetings and Algae Meeting in support of our Ecology Director

Continued involvement in the Finance Committee, with a primary responsibility of assisting with the budget.

An RFP has been drafted for the Clubhouse Repair.

The carousel on the Webpage was updated to make all data current and forward looking. Spent time with the Secretary going over how to edit, publish, and manage the APOA Website. This completes the transition of the ownership of the website to the Secretary. The Secretary needs

to copy all website data to the Secretary Google Drive to allow the VP to delete data that should not be owned by the VP. Key items needing update are the website as well as copied are the minutes and newsletters.

**Ecology** – Karen Braun reporting for Kathy Lillard reported the Aug. YOM went to Bert Hoggard on Mohawk Trail.

Aug. rainfall 4.70 inches

No salinity in river or creek

We have decided on the Acurite Atlas weather station. It will report I/O temp, humidity, wind speed/direction, rainfall, bar. pressure, UV index and several other things.

4 walking trails have been mapped out - 3 outside the park and one inside (this one has not been marked yet). Markers hopefully to be approved and placed soon.

#1 ½ mile purple (pink at present)

#2 1 mile (pink)

#3 3.85 mile (green)

#4 inside park is .3 mile. You have to walk it a little more than 3 times to get a mile.

Aug 24th meeting downtown (with CEEG) was very interesting and informative. There is no Hydrilla anywhere in the river. Algae has been here since Colonial days, but we need to be proactive in looking for answers to the toxins (that's the bad part) the algae produce but the actual algae is a good thing. One main point was this is a natural occurrence and it is not going to go away. There is a test strip available to test for these toxins. It is very expensive (20 strips for \$580.00). Colleen Craig told them if they needed volunteers, she would get volunteers for anything they needed and she was very interested in the test strips and other tests and materials that we could use to assist in the efforts. John and I are talking to CEEG and other officials about testing Arrowhead beach. Arrowhead was well represented with 10-11 people there.

I am still sharing our data with CEEG and helping them with other projects.

Thanks to everyone who is contributing to the recycling effort.

**Legal** – A By-law review meeting was held on 9/17 to review changes to the by-laws. There will be another review meeting to finalize changes made to the by-laws

## **NEW BUSINESS**

(see Park ops report)

The meeting was opened to members

Bill Robbins gave the benediction.

The meeting was adjourned at 10:28 AM.