

ARROWHEAD PROPERTY OWNERS ASSOCIATION
MINUTES OF MONTHLY MEETING
January 11, 2020

Property owners present: 25

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

Invocation by Ken Nowlin

Roll Call:

Ken Nowlin	PRESENT
Chuck DeMoulin	PRESENT
Brenda DeMoulin	PRESENT
Colleen Nicholas	PRESENT
Dana Nicholas	PRESENT
Steve Mullen	PRESENT
Deb Reid	PRESENT

Minutes of the Dec. 14, 2019 Business Meeting were read and approved 6-0.

Colleen Nicholas began the meeting by reading a statement on standards of conduct for the business meeting and a review of the rules and regulations regarding conduct at the common facilities.

COMMITTEE REPORTS

Ecology – Ken Nowlin reported rain for December was 2½". The Chowan River was normal. Ecology conservation group met on 1/8/20. 5 members present: John & Kathy Lillard, Kitty Jarrell, Colleen Nicholas & Ken Nowlin. Several items were discussed including installation of a weather station on the pier, identifying trees in the park and water testing.

Public Works – Steve Mullen reported Rick Elkins cleaned up leaves and debris from clubhouse to the walkway of the office.

Rick also installed a security door for the drink machine to keep insects out and to keep anyone from reaching up inside.

The boat ramp is close to complete. Travis has done an excellent job.

Building Control – Chuck DeMoulin reported that 2 letters were sent to property owners regarding accumulation of trash and junk on the property.

Treasurer – Brenda DeMoulin reported that total income May through Dec. was \$97,524.50. Expenses for the same period was \$84,828.64 which included \$11,000 for the boat ramp which will be moved over from the reserve acct. Our checking account balance was \$16,618.51. Reserve balance is \$55,017.71. Vending machine income is \$943.15 with expenses of \$298.68 which includes \$186.68 for the security door. AMAs are \$8714.04 over budget. For the month of December total income was \$266 and expenses were \$17,742.48 which also includes a boat ramp payment. 123 members were in default in the amount of \$63,685.

President – Dee Spruce has requested to do more Zumba days. Zumba will now be every Monday @ 6 PM in the clubhouse beginning Jan. 27.

Thanks to Deb & Doug Ford for redoing the meeting signs. Thanks also to Catherine Gray and Becky Yaeckel for their contributions to the Nov/Dec newsletter.

The communications committee will meet next week to plan the Jan/Feb newsletter.

Secretary's Report – Dana Nicholas reported that the new office computer has been ordered from Dell. The Lonovo 5000 should be delivered by Feb. 12. The total actual cost is \$1380 (up from previous report) and includes Office 365 which will allow up to 5 devices to use Office from any location. It also includes installation and a 4 year warranty. A motion to approve the new purchase price is passed 6-0.

Neighborhood Watch – Dana reported that another resident has had their gas tank drilled into in order to steal the gas. The sheriff's office has been alerted as well as the name of a possible suspect. Product was stolen from some youths reaching up into the machine. As reported by Steve Mullen, a spring-loaded security door ordered from the vending company has been installed by Rick. The cost was \$186.

The next NW committee meeting is scheduled for 1/23 at 4 PM in the clubhouse.

Legal – As acting legal director, Dana Nicholas reported that a new round of liens will be generated by the attorney's office for those members who are at least \$1000 behind in their AMAs. Several are new liens and some are second liens.

Parks & Recreation – Deb Reid reported the community clean-up held on 12/7 had 23 people attending and a total of 9.5 bags were collected.

The clubhouse was decorated for Christmas on 12/2 by Ken Nowlin, Barbara Sutton, Rick Elkins, Brenda DeMoulin and Bill & Brenda Robbins.

The December covered dish on 12/7, hosted by Brenda & Chuck DeMoulin, was attended by 52 people. The dinner was visited by Santa & Mrs. Claus who gave out toys to all the children.

The clubhouse was rented 3 times during December.

NEW BUSINESS

Nominating Committee – Cathy Faulkner, nominating committee chair, announced the schedule for receiving resumes for those interested in running for the board. A request for candidates appeared in the Nov/Dec newsletter. The applications were to be received by 1/7/20. 7 applications were received. The applicants were vetted and determined to be members in good standing. The candidates for the board are: incumbent Board member Brenda DeMoulin; Acting Parks & Rec Director Deb Reid; Maintenance Supervisor Rick Elkins; Jeff Dammeyer; Heather Ashley; John Lillard; and former Board President Jim Brock. A motion to accept the slate of candidates was approved 6-0.

President – Colleen Nicholas presented the proposed budget to the board for approval. The budget has been crafted so that there will be no increase in membership fees. A copy of the proposed budget was given to board members present. A motion was made to approve the proposed budget and was passed 6-0. A full financial audit has been recommended by the members and will be put out to bid. The estimated cost could be between \$2500 & \$6000.

Elena Bartoli has resigned as chair of the Finance Committee and much thanks goes to her for her hard work.

Parks & Recreation – Deb Reid has given a formal proposal to form a 4-H club here in AB. She outlined how the club will work and a mission statement. She has also outlined proposed activities. The club will be open to the children of adult APOA members. An informational meeting will be held on Wed 2/5/20 at 6 PM in the clubhouse. Parents interested in getting their kids involved should attend. A motion to approve the formation of the club was passed 6-0.

- A new resident covered dish will be held on Jan 18 at the clubhouse. Invitations have been sent to new APOA residents to come and meet their neighbors in the community.
- On Jan 22, there will be an P&R operations committee meeting at 4 PM in the clubhouse. A sign-up sheet is provided for those interested in joining the committee.
- The Valentine Dinner/Dance covered dish will be held on Feb 1 at 6 PM in the clubhouse hosted by Dana & Colleen Nicholas.

Meeting opened to members.

Steve Mullen gave the benediction.

The meeting was adjourned at 10:40 AM.