

Monthly Business Meeting August 8, 2026 9:00 a.m. – 10:15 a.m.

Board Members Present: Cathy Grimes, Michelle Burgess, Roxana White, Bill Piles, Sam Verzwylt, Gayle Furrow

Community Members Present: 6

Call to order: Vice President Cathy Grimes, Invocation: Bill Robbins, Pledge of Allegiance: All

July meeting minutes were read by Secretary. Legal Director moved to approve the minutes with one correction and was seconded by Conservation & Ecology Director. Motion carried unanimously.

Directors' & Committees' Reports

Website: Jacqueline Hugee

- 415 total website sessions, 309 unique for the period of 7/12/2026 – 8/7/2026.

President: Vacant (no report)

Vice President: Cathy Grimes:

- Has contacted Garry Felton of NCDOT about unpaved areas and sinkholes. Have taken pictures of 3 problem areas & will email to him.
- Is assisting Legal with infraction identification and will assist with notification process.
- Notes that has noticed increase in real estate activity in last 18-24 months. Infractions have improved slowly but steadily.

Treasurer: Roxana White

- See attached report
- Board feels that it would be in the best interest of the Association to move \$25,000 from checking to a new, additional Certificate of Deposit (CD) and \$25,000 from checking to the Reserve account. This will leave a checking account balance of \$40,163.23. Requested opinions from members present. No negative feedback.
- **Legal Director motioned to move \$25,000 from checking to a new CD. Conservation & Ecology Director seconded motion. Motion passed unanimously.**
- **Legal Director motioned to move \$25,000 from checking to Reserve account. Conservation & Ecology Director seconded motion. Motion passed unanimously.**
- Vice President updated on Treasurer's request to look into our CPA to take on our bookkeeping. The CPA replied with a listing of additional services that they would be able to take on along with a cost estimate for those services. There are few additional services for the cost. Board is going to look for someone local to assist with bookkeeping tasks. Asks members in attendance to put word out. Possibly 20 – 25 hours per week. Will not be hiring office assistant at this point due to lack of need.

Secretary: Michelle Burgess

- 5 property transfers last month.

- Office hours remain Fridays: 4-6. Remains moderately busy.
- Clarified that conducting of APOA business is not limited to the hours that the office is open and asked members present to please correct that if they hear it out in the community.

Public Works/acting Building Control: Bill Piles

- Mowing: Anyone that does not want their roadside mowed needs to mark their property in some manner with white. The Association has flags in the office for those that are interested and they can be picked up during office hours.
- Pier Railings: Would like to start when weather begins to cool but still needs more volunteers and needs use of someone's table saw. Please contact him if interested.
- Park gate: The wiring has been replaced with 18-6 double shielded wire. Hope that will fix many of the operational issues.
- Slag has been laid on club house driveway & connecting road. Will continue as weather allows.
- There will be no more burning at burn pile across from clubhouse and No Dumping signs have been erected.
- Cleaned ice machine last week. Plans to install inline water filter due to the quality of our water.
- 2 building permits issued last month.

Conservation & Ecology Director: Sam Verzwylt

- August Yard of the month is Marshall Evans at 1710 Arrowhead Trail. Thanks to Kitty Jarrell and members of the Neighborhood Watch Committee for their assistance. Last YoM for this season will be September.
- NC statewide Litter Sweep will be held in September. Ours will be held in conjunction on September 19th at 9:00 a.m. park gate.
- Has emailed Sandy Ridge maintenance department about limbs and brush interfering with intersection visibility. Has received no response yet.
- No algae blooms so far this year.

Legal Director: Gayle Furrow

- Numerous infraction letters have been sent and there are more to come. Have seen some activity on those properties.
- Will be starting up Legal Committee meetings again in the near future.

Neighborhood Watch: Kitty Jarrell

- Thanked committee for helping with Yard of the Month.
- Reported 143 hours from July 9, 2026 – August 5, 2026.

Old Business

- Community member asks who is responsible for overgrowths, encroachments on less traveled roadways. Public Works Director noted that most of issue is growth from trees on private property. State is reluctant to trim any more than have to. Legal Director suggests reporting the problem to the state and being the "squeaky wheel". Community member recommends putting Sandy Ridge NCDOT office telephone number on Facebook.

New Business/Items of Interest

- Community member is new to the area and would like people to do more to adhere to the Restrictive Covenants, is concerned about state of some yards. Discussion was had which led to the suggestion of forming a committee or group of volunteers to assist those in need with yard cleanup. Legal Director will check with Attorney Crowe for advice on how to pursue this with the least liability to the Association.

- A community member suggested that, since there will no longer be a burn pile, the Association invest in a wood chipper to dispose of fallen limbs, etc. Could offer the resulting mulch to residents for free. Another community member noted that it would be untreated mulch and therefore not insect free.

10:15 am - Benediction and Closing: Cathy Grimes

APOA Treasurer's Report

Bank and QuickBooks Balance as of 07/31/2026

Bank Balance		QuickBooks Balance	
CD Account	\$25,407.71	CD Account	\$25,407.71
Operating Fund	\$90,163.23	Operating Fund	\$88,884.66
Reserve Account	\$94,091.42	Reserve Account	\$94,091.42
APOA Credit Card	\$99.45	APOA Credit Card	\$99.45

<u>Accounts Receivable</u>	
Accounts Receivable	\$ 64,653.39
A/R Collections	\$ 0.00
A/R Court Accounts	\$ 0.00

<u>Expenses</u>	
Collections Agency Fee Account	\$ 351.14
Court Collections Account	\$ 0.00
Bad Debt/Write offs	\$ 1,298.08

Treasurer Updates:

From May 1, 2026, through August 7, 2026, the Association has received **\$93,323.47 in AMA income**. Based on the APOA budget projection, AMA income was projected to total **\$93,925.00** for fiscal year 2026-2027.

Budgeted AMA Income: \$93,925.00

Actual AMA Income Received: \$93,323.47

Variance: \$(601.53)

Therefore, as of August 7, 2026, the Association is **\$601.53 below the projected AMA income**, representing approximately **99.36% of the budgeted AMA income** received to date.

AMA Payments from Merchant Services **179** transactions **\$31,172.35**

If you have any financial questions, email me at treasurerarrowhead@gmail.com

Arrowhead Property Owners Association
Profit & Loss
July 2026

	Jul 26
Ordinary Income/Expense	
Income	
AMA	5,524.00
Clubhouse Rentals	
Deposit	0.00
Member Clubhouse Rentals	100.00
Non Member - Clubhouse Rentals	200.00
Total Clubhouse Rentals	300.00
Late Fees	1,187.00
42200 - Associate Member Renewal	130.00
Total Income	7,141.00
Gross Profit	7,141.00
Expense	
Administrative Expense	
Bank Service Charges	541.44
Collection Agency Fees	351.14
Internet and Phone Service	269.90
Office Supplies	23.44
Total Administrative Expense	1,185.92
Events & Programs	
Clubhouse Janitorial	880.00
Event Supplies	114.35
Total Events & Programs	994.35
Professional Service	150.00
Public Works Expense	
Ground Maintenance	2,050.00
Maintenance Supplies	108.14
Utilities	586.23
Waste Management	246.76
Total Public Works Expense	2,991.13
Total Expense	5,321.40
Net Ordinary Income	1,819.60
Other Income/Expense	
Other Income	
Interest	125.64
Total Other Income	125.64
Net Other Income	125.64
Net Income	1,945.24

6:32 AM

08/08/26

Cash Basis

Arrowhead Property Owners Association

Profit & Loss

May 1 through August 7, 2026

YEAR TO DATE

	May 1 - Aug 7, 26
Ordinary Income/Expense	
Income	
AMA	93,323.47
Associate Member New	130.00
Clubhouse Rentals	
Deposit	-150.00
Member Clubhouse Rentals	1,200.00
Non Member - Clubhouse Rentals	600.00
Total Clubhouse Rentals	1,650.00
Donations	20.00
Late Fees	2,529.53
42200 - Associate Member Renewal	1,950.00
Total Income	99,603.00
Gross Profit	99,603.00
Expense	
Administrative Expense	
Administrative IT	83.45
Bank Service Charges	1,013.40
Collection Agency Fees	835.64
Internet and Phone Service	809.00
Office Supplies	830.14
Postage	1,002.00
Write Offs	1,298.08
Total Administrative Expense	5,871.71
Events & Programs	
Clubhouse Janitorial	1,680.00
Event Supplies	114.35
Total Events & Programs	1,794.35
Professional Service	150.00
Public Works Expense	
Building Repair	994.31
Ground Maintenance	6,150.00
Maintenance of Playground Equip	2,489.28
Maintenance Supplies	172.37
Pest Control	200.00
Repair & Maintenance of Equipme	48.01
Road Maintenance	1,167.04
Utilities	1,233.80
Waste Management	736.83
Total Public Works Expense	13,191.64
Total Expense	21,007.70
Net Ordinary Income	78,595.30
Other Income/Expense	
Other Income	
Interest	393.93
Total Other Income	393.93
Net Other Income	393.93
Net Income	78,989.23