

## **ARROWHEAD BEACH**

### **Minutes of monthly business meeting of November 13, 2021**

The meeting was called to order at 9:05

The invocation was given by Jeff Dammeyer and then we said the Pledge of Allegiance Present were Steve Brown, John Lillard, Debby Parker, Leslie Jewell, Andree Piles and Marshall Evans. Excused absences were Cathy Grimes and Deb Reid

The minutes of October 8<sup>th</sup> were passed out to members attending but were not read. There was a discussion of possible approval using this method, therefore they were approved as is, but it is possible to update them at the next meeting. A motion was made and approved to begin putting copies of all minutes in the box at the Gatehouse.

#### **PRESIDENT'S REPORT      Steve Brown**

Catherine Faulkner has consented to be the chairman of the Nominating Committee We have begun working on the budget for the fiscal year 2022-2023 year. The public works committee currently has no employees but the money is needed for repairs and maintenance. Steve recognized all the volunteers who have been doing such an excellent job, and emphasized the wonderful work of Debbie and Doug Ford

#### **VICE PRESIDENT'S REPORT + Long Range Planning      John Lillard**

The **LRP committee** began looking at the number of hours the office should be open weekly. They discussed the repairs needed for various buildings, including the office. We may have to move the office facilities to the other gatehouse room in order to accomplish all that is needed done. There are discussions about hiring employees/contractors in the future for both the office and groundskeeping. John is also looking into future insurance options.

We are looking into accounting firms and narrowed to two firms. These were presented to the treasurer and board of directors. Four insurance providers have been contacted. The LRP is also addressing maintenance issues now rather than waiting until the new fiscal year. With the savings of not paying employees, the LRP recommended moving some of the money into public works to help with needed repairs and \$10,000 or salary savings be put into the reserve account.

Becky Yaeckel asked two questions. One concerning possible office move becoming permanent. This was answered by explaining it might be recommended that we cannot really safely use the office once we start making repairs. The second concerned the sustainability of running the office without paid personnel. It was explained that there needs to be some commitment on the part of volunteers, but we are plugging in a minimal office salary when the 2022-23 budget is done. As vice president, John will be assisting the treasurer in setting up the budgets and will address those issues.

### **SECRETARY'S REPORT    Leslie Jewell**

Our main concern is transparency in the office, We have set up the days using volunteers only The **Administrative Committee, headed by Karen Gohn** met a week ago and had 11 members in attendance. They discussed newsletters, office staffing and job clarifications, We worked out a holiday schedule for Thanksgiving and Christmas, taking into consideration that all of us are volunteers. The schedule is publicized in the newsletter and in facebook. Karen Gohn, Debbie Ford and Leslie Jewell ill be able to remotelyget telephone mssages during the days we will not be open. The committee members discussed on-going staffing on a volunteer basis. It was decided that once we get the backlog of problems corrected, we can handle work related procedures on an average of twelve hours a week. The schedule will need adjusting as to time of year, including the busy months for AMA's Jeff and Karen Dammeyer are getting the November December newsletter ready to go out.

### **TREASURER'S REPORT    Debby Parker**

Debby provided the financial report Our total balance as of October 31, 2021 is \$56,652.26 (Checking)  
\$88,289.20 (Reserve) for a total of  
\$144,941.46

Our expenses were    \$6,070.75

Our income was        \$1833.00

We did have a major expense (in early November) of \$11,674.94 for insurances. However, that is not included in the October report. John stated that outstanding AMA's are \$90,000 But some have been out of touch as long as 2008. He states we are working on clarifying deaths, and addresses. Approximately 100

deeds need clarified. Tax records do not indicate anything except that taxes are paid because it doesn't matter whose name the property is under. Some money may have to be a write off.

## **PUBLIC WORKS    Marshall Evans**

Marshall thanked all the volunteers. One complete grass cutting was done. Doug Ford and Marshall cut some low areas and ordered some parts for the lawn mower for around \$100. He found cut off valves for the park bathrooms and everything has been cut off and winterized. DOT cut some bad areas with a side mower. Not everything but some. There is still more to be done but hopefully they will come back next year. There is a broken board on the pier, but it is on a list of repairs to do. There are six trees in the park that need to be checked. They look like they are dying. Next year we have to decide whether to contract things out or do it ourselves. John stated we need younger people since we can't ask 70 year olds to keep doing all this. There is a question of liability if we use volunteers. We will just have to "bite the bullet" on getting some of this done. There is a question of how long volunteers can continue to work. We need someone in spring and fall, but someone needs to come in every couple weeks in the summer.

## **BUILDING CONTROL    Andree Piles**

Cathryn from CAMA will be here on the 17<sup>th</sup> to discuss the kayak launch and address the issue on Arapahoe. A few permits were signed for fences and trees, and four notices were sent to property owners about violations. Chohan Building Inspection will be out to check 302 Chinook on the 15<sup>th</sup>. This month we will run the tractor down gravel roads. Andree is checking the Restrictive Covenants to recommend changes then passing it to the subcommittee for review. Anyone having concerns or complaints should email Andree Piles, stop by the office for a complaint form. There are building permits at the office or he has them on hand. If you have questions, feel free to contact him by email or drop a note. Andree checks his inbox at the office around 3:30 daily. Restrictive Covenants are meant to assist property owners with building control questions. If you rent property to family members and have issues with them, you need to seek legal advice from a lawyer. The property is your responsibility until you sell it.

**PARKS & RECREATION   Debbie Reid   Read by Steve Brown**

The Trunk or Treat was successful, as was the Autumn Fest The covered dish dinner held on October 2<sup>nd</sup> was also a success. There is a covered dish dinner coming up at the beginning of December. Since there is no sponsor, it will be just a true pot luck with everyone helping set up and clean up. Just bring a covered dish of your choice. It is noted that covered dish dinners do not require the host to bring everything or decorate. You are welcome to decorate if you choose and bring an entrée. But it is NOT required. Also, beginning in February, covered dish dinners will be held on the same Saturdays as the monthly meeting. This frees up one more Saturday a month for rentals. The February dinner will be held February 12<sup>th</sup>.

**LEGAL COMMITTEE   Cathy Grimes   Read by Catherine Faulkner**

There is an issue with bylaws and restrictive covenants about what is needed to make a small change, whether or not a lawyer needs involved. As for the election, Catherine Faulkner will have a list of AMA numbers only without identification of complete property owner information. There will be a locked drop box with only one key. The old lock box is missing. We may need to buy a new one. There was a discussion about information needed from board applicants. There was also a discussion about destroying ballots from past elections Catherine has two years worth at her house. Steve said it is the decision of the committee. There was a further discussion about by-law procedures. However it doesn't seem to be addressed If we decide on a procedure, it could be just put in rules and regulations rather than elsewhere. John recommended this be reviewed by the nominating but all ballots should be kept within nominating committee

**No Old Business.** We have talked about everything

**NEW BUSINESS**

**Kitty Jarrell , Neighborhood Watch Chairman** stated the neighborhood watch logged in 142 hours from October 8<sup>th</sup> to November 10<sup>th</sup>. The sheriff's department is coming to the clubhouse today at 1 p.m. Chowan Beach has been invited.

The meeting was adjourned before noon

Leslie Jewell

