

Arrowood Homeowners' Association
Board Meeting
January 9, 2013

The January 9th meeting was called to order at 7:00 PM at the Buckhall Fire Department.

Attendees:

Chris Spicer – President
Kathryn Scott – Secretary
Aaron Gregory – Treasurer
Marci Looney – At Large
Bill Gee – At Large
John Irvin – At Large/ARC

Sequoia Management Company: Craig Courtney, Jessica Azzarano, Tricia Filbert

Community Members – Amarily Norton, Mike Kendall, Debora Kendall, Steve Nelson, Kate James, Karen Moyer, Harry Looney, John Scott, John Bashore

Absent:

Karen Hatcher – Vice President

Recognition of Homeowners/Resident Forum: Mike Kendall asked questions concerning the contract with Sequoia Management Company and wanted clarification.

Minutes: The meeting minutes for December 6th were read and approved.

Committee Reports:

ARC: One application was received for review. A point was also made that homeowners need to make the HOA aware when they rent their homes.

Unfinished Business:

Grounds Maintenance Specifications and RFP's: Jessica will plan to get five RFP's for landscaping. We have still not heard back from PWC concerning the status of the storm water management area and if they plan to eventually takeover mowing that area.

New Business:

- 1) **2013-1 Assessment Collection Procedures Resolution:** Tabled until the February meeting.
- 2) **2013-2 Association Complaint Procedures Resolution (Common Interest Community Board CICB Requirement):** John made a motion to accept the Association Complaint Procedures Resolution. Bill seconded the motion. The vote was unanimous.
- 3) **2013-3 Cost Schedule for Providing Copies of Books and Records Resolution:** Tabled until the February meeting.

- 4) **2012 Corporate Tax Return Engagement Proposal:** Jessica will issue an RFP for an accounting firm to represent the community. The intent is to obtain the services we need for less cost.

Adjournment:

Chris made a **motion** to adjourn the meeting to Executive Session at 8:30 PM. Marci seconded the motion. The vote was unanimous.

Sequoia Management Company Aging Report discussed.

Jessica will check with BVFD to check availability on April 24th for the Annual Meeting.

Jessica will send out RFP's for HOA attorneys.

The Executive Session adjourned at 9:10 PM

Respectfully submitted,
Kathryn Scott
Secretary