

Arrowood Homeowners' Association
Board Meeting
June 11, 2014

The May meeting was cancelled so Board members and homeowners could attend a meeting at the County Building concerning the Pyramid Center development to be built on the Parkway across from our back entrance.

The June 11th meeting was called to order at 7:00 PM at the Buckhall Fire Department.

Officer Appointments:

All Board members were present. The Board members were elected and appointed in their respective officer positions, as listed below. Chris made a **motion** to approve the slate. John Bashore seconded the motion. The vote was unanimous.

Chris Spicer – President
Pam Morris – Vice President
Kathryn Scott – Secretary
Patty Sisk – Treasurer
Bill Gee – Member-At-Large/ARC Chairperson
John Bashore – Member At Large 1
John McLaren – Member At Large 2

Sequoia Management Company: Jessica Azzarano, Danny Niemi

Recognition of Homeowners/Resident Forum: One community member was present.

Review and Approval of Meeting Minutes: The April 9th meeting minutes were not available. Jessica will send them via email for approval.

Review for Accuracy – Annual Meeting Minutes: The April 30th Annual Meeting minutes were not available.

Architectural Committee Report: Two applications were presented.

Account 139633: Patty made a **motion** to approve the driveway. Chris seconded the motion. The vote was unanimous with the exception of John B. who abstained.

Account 128200: Bill made a **motion** to approve the new roof, siding, and shutters, etc., as per the application. John M. seconded the motion. The vote was unanimous.

Commercial & Military Vehicles: Tabled

Exterior Colors for Shutters & Front Doors: Paint colors for front doors and shutters need to match. For those that do not currently match, when it is time to paint or sell the home, they will need to be painted to match.

Driveway Extensions: Board approval is necessary for driveway extensions.

Windows: Windows need to have grids.

Storm Doors & Trim: Tabled

Garage Doors: Garage doors need to match trim.

Unfinished Business – Management Report:

Insurance Package & Broker Proposals: Chris will look into Erie Insurance for more information. Tabled for now.

New Business - Management Report:

- 1) **Financial Statement analysis for the month and year ended 4/30/14 and 5/31/14:**
The Board had the reports to review in their monthly packets and Jessica went over the statement for 5/31/14. Quite a number of homeowners have been turned over for collections.
- 2) **2013 Draft Audit:** Chris made a **motion** to approve the draft audit. Bill seconded the motion. The vote was unanimous
- 3) **2013 Tax Returns:** The taxes need to be signed. There is no refund. John B. made a **motion** to approve the taxes. John M. seconded the motion. The vote was unanimous.
- 4) **Directors & Officers Liability Insurance Proposals:** After Board discussion, Jessica will contact Preferred Insurance Services for a bid proposal.
- 5) **Asphalt Walkway Replacement Proposals:** Before repairs are done for the walkway, Jessica will check for proposals for a French drain due to the poor drainage near the gazebo area.
- 6) **Kline Property Attorney Email:** Per an email, the attorneys for the Kline Property, would like to attend one of our meetings for a follow-up presentation. Jessica will see if they can attend our July meeting and send out a mailing to inform our homeowners.
- 7) **Premier Landscaping:** To prevent damage further to the storm water management fence, our landscaper gave us a \$2400 cost proposal to remove large vines that are growing on and thru the fence and to remove small trees and saplings growing along the fence line. The Board is not going to act on this but Bill said he would ask a landscaper he knows for a cost, as Bill thinks he can get a much better price. Our landscaper will remove all the extensive poison ivy growing on and thru the fence and down onto the ground outside the fence at no charge.

Chris made a **motion** to move to Executive Session at 8:15 PM. Bill seconded the motion. The vote was unanimous.

Sequoia Management Company Aging Report: Board members received a copy of the report in their May and June packets.

Updated Collection Status Report from Chadwick dated June 2, 2014: Board members received an updated copy of the report in their June packet.

Specific homeowner ARC violations were discussed.

Bill made a **motion** at 8:59 PM to move back to open session. Chris seconded the motion. The vote was unanimous.

- 1) **Draft Reserve Study Contract Review:** After discussion, consensus that the Board does not want a special assessment.

- 2) **Homeowner Request for Payment Plan – Acct. 158047:** Bill made a motion to deny the payment plan. John M. seconded the motion. The vote was unanimous.
- 3) **Homeowners' Request for Waiver of Rules Violation Charges – Acct. 158041 and Acct. 68174:** Based on the violation completion and the work done correctly, Patty made a **motion** to approve a waiver of all but 25% of the rules violation charges to cover administration costs borne by the association. John B. seconded the motion. Ayes: Chris, Pam, Kathryn, Patty, John B., John M. Nays: Bill
- 4) **Acct. 139576:** Bill made a **motion** to deny the homeowners request to keep the window AC unit they had installed. Chris seconded the motion. The vote was unanimous.
- 5) **Acct. 119555:** Bill made a **motion** to fine the homeowner \$10 per day for a violation. Chris seconded the motion. The vote was unanimous.

Adjournment: Chris made a **motion** to adjourn the meeting at 9:10 PM. Bill seconded the motion. The vote was unanimous.

Respectfully submitted,
Kathryn Scott, Secretary

