



## MONTHLY BOARD MEETING MINUTES OF ARROWOOD HOME OWNERS ASSOCIATION

**Monthly Board Meeting - Wednesday September 12, 2018**

**Held at:**

Signal Hill Elementary  
Cafeteria  
9553 Birmingham Drive  
Manassas, VA

Quorum was established.

**Officers Reporting:**

Mike Payne, President  
Barbara (Barbie) Peterson, Vice President  
Pamela Morris, Secretary

**Board Members & Committee Reporting:**

N/A

**Members/Officers not in attendance:**

Bill (William) Gee, Member At Large 1, & ARC  
Patty Sisk, Treasury  
Chris Spicer, Member at Large 2

Meeting was called to order at 7:05PM

**Resident Forum** - 3 home owners were in attendance to go over ARC Applications they've submitted.

### ARC Applications

- Acct # 8159 - Front Door - Pam Made a motion to approve and Barbie Second, all were in favor.
- Acct: # 9580 - Garage Door replacement - Pam made a motion to approve and Barbie second, all were in favor.
- Acct # 9585 - Add new walkway to left of house - Barbie made a motion to approve and Mike Seconded, all were in Favor
- Acct # 9843 - Wheel Chair Ramp Installation - Mike made a motion to approve and Barbie seconded, all were in favor.

### Website

- a. Research Go Daddy, Wicks, (We use host monster) for a new website platform.

### ARC Guidelines additional changes & add-ons

- a. Solar Panels - will add new verbiage to the guidelines
- b. ARC Application Form -we will adding Email Address sections for Home owners to fill in so we can communicate electronically when needed. Will also add that home owners listed on the App "May be contacted by Board for additional info".
- c. Will look for a standard color pallet to choose from for exterior Color to add to guidelines.
- d. Will get a GAF Color Sheet to be added to guidelines

### New Business

- a. Financial statement Analysis - Everything looks standard
- b. Landscaping Company - looking for more bids from other companies Danny will have bid Summary on all those who've submitted so boards review.
- c. Will look into the fence that's leaning on Signal Hill Drive to determine who is responsible, HOA or Home Owner.
- d. Trees at the front entrance - will look for other bids for the removal of old trees, Plant new and the installation so we can try to get this done no later then October.
- e. Operation Calendar - Will mail out to homeowners the Fall Yard Sale information to be held on Saturday Sept. 29th from 8AM - 12PM.

- f. Meeting Request by Delegate Roam to discuss potential, ongoing, and future projects in the area - board will discuss this further with the rest of the board members board at the next months meet

**Executive section**

No need to go into the Executive Session tonight.

**Adjournment**

At 8:45PM Barbie made motion to adjourn and Mike Second, all were in favor.

The next Board meeting will be held at Signal Hill Elementary School in the Library on Wednesday Oct. 10, 2018 at 7:00PM

Minutes Taken and Submitted by,

Pamela Morris  
Secretary