

Arrowhead Improvements Association
Board Meeting Minutes
AIA Firehouse
Saturday, May 18th, 2013 9:00AM

9:03 AM Pledge of Allegiance and Call to Order
Bobbie Kerns determined there was a quorum.

Attendees:

Bobbie Kerns
Mike Wigent
Barrie Riddoch- via conference call
Al Hale
Sharon Pugh
Linda Squirrell

Discussion items

1. Changes to the Agenda: Mike requested to discuss access to legal counsel by the Board. **Mike moved to approve amended agenda, it was seconded and motion passed.**
2. Conduct of Meetings Policy Review: There were no comments on plan. The plan will remain posted on website for the next 30 days.
3. RV Regulation Implementation Plan: The Board has worked with Security on the implementation of the RV policy. Owners can work through Security or they can email any Board member for a request for an RV exception to the regulations. Owners should try to make their requests prior to the next Board meeting so that the issue can be discussed at the Board meeting.
4. Work Plan Prioritization: The Board generated a list of items to be worked on in 2013. The list contained: Revise BOD handbook and bring into compliance with CCIOA; Revise Bylaws and bring into compliance with CCIOA; Reserve Policy, Implement the Reserve Study; Mitigation; Forest Refuse Site; Telephone costs; Mitigation demo lot; Center pin relocation on Wildflower; Heavy equipment storage; Hazel Lake water agreement between AIA and the Arrowhead Water Company; Action plan to begin healing process in Arrowhead; 5 year financial plan; Possible water shortages; Use of the Firehouse for more meetings by different organizations; Summer RV storage area; CCIOA Board Training; Annual owner education; Examine Employee Handbook; Covenants, Bylaws, and Regulations documents are up to date; Governance policies; Notebooks for Board members. Some of the above items have been completed. Some of these tasks may require volunteers from the community. The board needs more information on the background of our owners so that they could help in the review of documents, handbooks, etc. These volunteers would act in the capacity of an advisory group to the Board. The Board will work to prioritize this list. Some of this work has already been completed.
5. Mitigation Regulation: Bill Conway presented the Mitigation Committee recommendations and a suggested regulation change. If you choose to mitigate, you still must have an approved plan from the Forest Manager. Similarly you must have an approved plan for defensible space.

6. Proposed Bylaw Changes 3.3 Term of Office: Current version adopted in place 2011. The Board discussed why this change was needed and necessary. The Board decided to get legal review and postpone the vote until the next Board meeting.
7. Board Resignation and Vacancy Discussion: The Board discussed the recent resignation and filling the Board vacancy.
8. Lot owned by the AIA: This lot is located at 1156 Hazel Lake. The Board discussed various ways to handle the disposition of this property. No decision was made.
9. Board Forum: The Board discussed using a private online Board forum. There was no consensus to do this.
10. RV Storage & Contractor Heavy Equipment Storage: Mike talked to Neil Starkebaum at the Gunnison County Community Development Office. He is aware of AIA and land use permits. If the Board is going to proceed there needs to be more owner input, further cost analysis, location of utilities, and investigation of liability issues.
11. Access to legal counsel: AIA legal counsel wants the president to be a single point of contact. Bobbie and the Board will mutually decide when legal counsel is needed and all directors will be involved in the formulation of questions and information to be presented to legal council. Response from Legal counsel will be shared with all directors.
12. Call for Owner comments:
Paul Grosvenor- (acting fire chief) spoke with the Emergency Operations Manager of Gunnison County who wants to talk to the Board about doing a mock evacuation of Arrowhead in case of a fire. People would pack up and leave. The exercise would be conducted next summer. They would also test reverse 911 calling system. Paul is meeting him next Tuesday and perhaps he will give more details at the June meeting.

Board Meeting Reconvened at 2:00 PM.

13. Approval of previous meetings' Minutes: Barrie Riddoch
Minutes have been sent out and corrections and changes were made. **Sharon moved to approve the minutes; Al seconded. The motion passed.** Bob Hernandez has requested that his March 16, 2013 letter be attached to the March minutes. The Board agreed and also agreed to post the RV Decision Paper with the Oct 20, 2012 minutes. These actions are a one-time exception.
14. Al Hale reviewed the March & April financials. They are ready for audit.
15. Action Items:
 - Board Vacancy Position
Seven candidates applied for the Board vacancy. On the first ballot John Moseman was elected to serve the remainder of the term. Bobbie administered the oath of office to John.
 - Approve Conduct of Meetings Policy
Since the policy had only been on the website a few days it was decided to defer the vote on this policy to the June meeting. Legal counsel has reviewed this policy.
 - Bylaws Vote Sections 3.2 & 3.3
Linda proposed changes in the wording of Bylaw 3.2 that had been posted on the website. **Mike made a motion to approve the Bylaw change as verbally amended. Sharon seconded the motion.** There was discussion by the Board. There were additional comments from the owners. **The vote was taken and the motion did not receive the required vote of 75% of the Board. Those voting for the motion were Mike, Al, Linda, John and Sharon. Bobbie and Barrie voted against the motion.** The Board decided to get legal counsel on the proposed change to Bylaw 3.3 before voting.

Mitigation Regulation change

Colorado statues will not allow HOA's to require mandatory mitigation. **Linda moved to suspend mandatory mitigation. Al seconded. The motion passed.** The Board encourages voluntary mitigation. Bill Conway will work on the appropriate language to change the regulation requiring mandatory mitigation.

Firehouse Flagpole

Dee Sedgwick, an owner, discussed getting a flagpole for the front of the firehouse that would be paid for by owner donations. The Board approved this pending consultation with property owners in the immediate vicinity and Design Review.

Manager Reports:

Communications: This report is attached to these minutes.

Design Review: This report is attached to these minutes.

Forest Manager: This report is attached to these minutes.

Security: This report is attached to these minutes.

Heavy Equipment & Maintenance: Part of this report is attached to these minutes. Linda Squirrell provided an update on the Firehouse repair. The problem is condensation between the old roof and the cold roof. Two sets of vents from the old roof were not removed and plugged when the cold roof with its' venting was installed. Poor insulation installation was discovered in some places and the Snowcat brings in lots of snow resulting in moisture that can enter the attic space through the access doors in the garage. All of these factors add additional moisture that ended up condensing and freezing. Another contributing factor is the open doors near the ceiling that allow the moisture into the area. A bid has been received for \$5550 resulting in \$2775 cost for AIA after splitting the cost with the Fire Department. A separate bid of \$2000 to spray foam and insulate the garage ceiling would reduce the electric bill significantly. The doors would be replaced with insulated doors with gaskets like a refrigerator door so that the air can't get into the roof area. **Al made motion to increase budget by \$3000.** The additional funds would be taken out of surplus funds. John suggested doing the rest of the work since we have a surplus of \$48,000. **The motion was modified to increase budget line 680 to \$4500.** Still need to check with Kevin Stillely to see if the Fire Department has the funds to cover their half of the bill. Al cautioned the Reserve study is not done and the budget was constructed with that in mind. The extra \$4500 will not impact the reserve study. **The motion passed.** Linda reminded everyone of the free work done by AVFD and the extra cost that be incurred without their support.

AVFD Report

Paul Grosvenor, acting Fire Chief, gave a status report on the Fire Chief selection; they hope to have a selection soon. The 4th of July Picnic will be on Saturday the 6th of July.

Committee Reports

Reserve Study

Al Hale made a motion to approve a Reserve study committee. The motion passed. Al will be the Board Liaison for this committee. John Moseman, Pete Nauyokas, and Bob Hernandez have volunteered to be on this committee.

Noxious Weeds

Gunnison County is spraying the Alpine road. AIA is providing the herbicide to be used to spray Arrowhead areas. A volunteer is needed to oversee the equipment and the herbicide. We will need volunteers to spray the filing roads. Tank and portable sprayer are available to borrow.

Hazel Lake

Linda Dysart reported that the compressor is working and everything seems fine.
Forest Health

Carla Vavrick discussed the community clean up days. The first cleanup day is next Saturday. Cleanup days are on the fourth Saturday of the month during the summer.

Board Announcements

Three Board seats will be up for election for terms beginning in January 2014. Interested parties should contact Barrie Riddoch, the Board Secretary.

Call for Owner Comments

Community potlucks are at the Firehouse every Tuesday at 6 PM.

Rich Leary reported that the County may grade the Alpine Road in mid-June and he was hopeful that they would have funds for more work between Ponderosa Way and the cattle guard on the south.

The meeting adjourned at 5:05 PM.

Executive Session convened at 5:20 PM. The issues discussed included:

Delinquent Notices/Resolution

Personnel Issues

Legal Issues

A summary of the Board discussions held outside of a meeting is attached to these minutes as Exhibit A beginning on the next page.

EXHIBIT A

Board Discussion/Decisions Outside of a Meeting

March 17, 2013 – May 18, 2013

While every effort is made to make board discussions and decisions at board meetings where owners may be present, it is not always practical in the day-to-day managing of an association to do so. Thus, some discussions and decisions must take place outside of a meeting. In order for owners to be kept abreast of these discussions, minutes such as these will be posted on the website along with the minutes of the actual board meetings.

Board Vacancy – Carol Flick’s resignation created a vacancy on the board. In accordance with the Bylaws, a majority of the Board of Directors chose to appoint someone by secret ballot at the May 18 board meeting to complete Carol’s vacant term that expires in January 2014,

Conduct of Meetings – One of the CCIOA required governance policies; a first draft was presented at the March board meeting. A final draft was approved, sent to legal counsel for review, presented at the May meeting and posted on the Arrowhead website for owner review and comments. This document is scheduled for board approval at the June board meeting.

Requests for RV Regulation exceptions – Five owners requested exceptions to the regulations; two were approved and three were denied.

Winter Parking lot bathroom and leak in firehouse roof - Problems were discussed and possible solutions discussed. Nothing can really be done until the plumbing is inspected with a camera.

Forest Refuse Site (former stump dump) – Preparations for new signage and slash pile burn permits were discussed with Forest Manager.

Mandatory/Voluntary Mitigation - Discussed the return to voluntary mitigation and the need to make a motion and vote at the May meeting to set aside the regulation requiring mandatory mitigation of lots. The language in the regulations will be amended to reflect this change at a later time.

RV Regulation Implementation Plan – This is basically an internal communications document between Security and the Board so that Security has clear instructions from the board as to the process for owners to request exceptions to the regulations. Discussions were held with Security who provided input into the process.

Owner’s Driveway – Discussion of an owner’s concerns regarding his driveway as it relates to a common driveway between properties. An inspection by one board directors and a security officer was done.

Noxious Weeds – The need for a board director to head the Noxious Weeds program and an owner volunteer was discussed. Linda Dysart was asked to present information regarding the need for a noxious weed control program at May meeting.

Reserve Policy and Reserve Study – This is another CCIOA required governance policy and discussions were held regarding establishing a Reserve Study committee to handle this ongoing requirement. It will be presented at the May meeting and volunteers will be requested from the owners.

Board Forum – More and more Boards of Directors are turning to board forums as a way of communicating between meetings. The board discussed the advantages of using such a forum and several directors tried the forum and felt it was beneficial. This will be discussed further at the May board meeting.

Communications Manager Report: Saturday, May 18th 2013

AIA WEBSITE: We are continuing to update and re-categorizing the website, by breaking down the information for easier access and “less searching time”.

We added a new page “Forest Living”; categorizing all things related to our forest on one page. All information relating to Forest Health, Mitigation, Wildlife, Wild Flowers and the Forest Refuse Site are now in one location.

Emergency Notification-REVERSE 911 is now posted, linking you to REGISTER your home phone and/or cell phone for emergency notifications from the TFCC. Keep in mind, this system is different than last year and will require you to re-register.

For Instant Updates: Please refer to our AIA Facebook Page for immediate information.

We still have much to update and I’m asking for those Department and Club leaders to please review the information pertaining to your group or club and get with me to update the information.

Please make sure you have your Adobe Reader updated to the 11.02 version to view the many PDF files on the website.

FACEBOOK: The AIA Facebook page is an extension to our AIA Website. It is a Public page and does not require you to be a member of Facebook to review the page for information.

Any Club that is interested in posting their scheduled “events” please let me know. Right now, we do have the Book Club’s 2013 reading schedule, the Bible Study Group Kickoff and Super Tuesday Potluck themes posted in the event section of the FB page.

Overall, our “likes” have increased along with the general viewing of the page. We now have 315 “Likes” and the views per week average between 1200 to 1600 views per week.

Again, look to the AIA Facebook page for instant/immediate information.

I want to thank many of you for providing the information that you feel is important to share and keep all owners instantly informed!!

SMOKE SIGNALS: Again, as mentioned at the previous meeting; for those who advertise, please double-check your SPAM or JUNK mail folders. In some cases we have discovered that emails we’ve sent have ended up in either one of these email folders.

The “Ad Request Form” has been very successful in streamline the process and accountability for ad placements. We also have a process in place, allowing advertisers to request your advertising “online”. On the AIA Website, click on Smoke Signals to get the form. It is a PDF- Form Filler, allowing you to type in your information request, saving it to your computer and emailing your request to us, along with your Artwork.

Make sure you have your Adobe Reader updated to the 11.02 version. This will make the process easier for you to follow. We are now requesting that everyone have their Advertising to us by the 10th of the month, prior to the next bi-monthly edition.

Information Boards: I will be working to update and add fresh information to the Message Boards, located at the Firehouse and Heavy Equipment Shed.

Lisa Ditmore

Smoke Signals: aiasmokesignals@gmail.com

Facebook: aiafacebook1@gmail.com

5/13/2013 1:41 PM

Design review for Smoke Signals and Board Manager Report for May 18, 2013

The roads opened April 26-29. Nearly to May and one of the latest as far as I can remember. I sure hope that the late snow will help this summer with our water and fire potential.. I said April 15, sure glad I didn't have money on that. We should be seeing deer soon.

There are three houses and one garage going up this summer. Four sheds and two deck additions are also being approved. I have had several phone calls and emails from owners that are anxious to get into their lots. It's good to see construction increasing, but please remember to read the regulations before starting anything on your property. My phone is 970 862-8449 and my email is joyce.boulter@gmail.com. Please put design review as subject. Prior approval is better than later regret. This year we will be doing drive way walk ins and approving building sites. Bill Conway, Forest Manager, will be talking to owners and making plans about anything else related to trees.

Have a good summer and enjoy our little bit of heaven.

Joyce Boulter

Forest Manager Report – May 18, 2013

DEFENSIBLE SPACE AND MITIGATION

Pending further review and changes to the regulations the board decided at the May 18 meeting to suspend mandatory mitigation. This decision was based on the information provided by a committee that the board appointed last fall to review defensible space and mitigation.

Although mandatory defensible space and mitigation for owners who have purchased since 2008 has been suspended, that does not mean that the work should not be done. For the protection of your property and that of your neighbors you are still encouraged in the strongest terms to do this work on your property.

Arrowhead regulations permit the removal dead stand and down material from both private lots and adjacent community property. This is an essential first step in reducing your fire risk. Remember that community property belongs to everyone and you need to take a light on the land approach to removing that material.

Arrowhead regulations continue to require a permit for the removal of any live trees over 2” in diameter. I have over 30 years of experience in Forest Management and I will be happy to assist you with a plan and permit for your entire lot or specific situation that has developed since you last removed trees from your lot

Questions continue to arise on how effective defensible space and mitigation will be in protecting your property from fire. You can find numerous articles on the internet that support this approach. I also depend on my own experiences on over 300 wildfires in the western US to come to the conclusion that the work done at Arrowhead is very helpful. I have been directly involved in situations where houses were both lost and saved in Oregon, Washington, California, and Arizona. While it is true that a large fire burning through Arrowhead is likely to destroy some houses, but it is also true that severe event is unlikely to occur at this elevation.

Low to Moderate burning conditions and early detection of fires all contribute to the likelihood that the fire department can control wildfires before they do major property damage. Even during extreme conditions like we had last year, the fire department took what I consider to be extraordinary measures for early detection of lightning fires. Mike Wigent and Brent Mims were able to load applications on their I-pads that can provide information within one minute on the location and intensity of lightning strikes within and around Arrowhead. That information was then called to the nearest fire fighter, who would go to the location and check for a fire. Although we were lucky and only had one small fire on private land to the east of Arrowhead, this early detection plan could have made a huge difference if a fire had started nearby.

FOREST REFUSE SITE (formally the Stump Dump)

The State of Colorado passed new laws in 2012 that have made it more difficult to get a burning permit for our Forest Refuse Pile. Because the pile already existed last fall the state waived some of their requirements and issued the AIA a burning permit. In order to get a burning permit for the 2013 pile we have agreed to implement the following changes:

No stumps of any size are allowed

Logs over 6" in diameter must be placed in a separate signed area

Residents are encouraged to use those logs for fire wood or any other purpose.

FOREST HEALTH

By the time you read this, installation of MCH packets should be well underway. Over 11,000 MCH packets will be put up through the efforts of over 100 lot owners and volunteers. Truly a remarkable effort. Continued monitoring of Douglas fir trees at Arrowhead over the last several years appears to show that the MCH packets have been very effective.

As part of the monitoring and prevention process it is important that I know where blow down and beetle infested trees are located. If you observe blow down or standing trees with pitch running down the bark either on or off your property please report the locations to me. I am particularly interested in Douglas fir and spruce, but if you are not sure of the species report it to me anyway.

Thank you to everyone for your help, it will take a total community effort to maintain a healthy forest at Arrowhead

Bill

HEAVY EQUIPMENT AND MAINTENANCE REPORT 5/11/2013

Roads

The roads have been plowed and are improving steadily. Hopefully, we won't get a lot more rain as we did the week of May 6th. There is still snow under the trees and in many driveways. Keep in mind that traditionally Arrowhead has planned on roads being open about May 15th. These early openings of the recent past are only because of drier conditions than normal.

Parking Lot Bathroom

Will has been able to thaw out the line but has to get the bathroom cleaned before it can be reopened. He will post it when open.

Also, remember that we are planning to have a camera inspection of the line at a very reasonable rate if we can combine the plumber's trip with some other plumbing job up here. So if you know of someone planning a plumbing project, please give Will or me a call so we can see whether we could combine these for a lower trip charge on both sides.

Will believes the septic tank needs to be pumped; he is getting cost estimates.

Forest Debris Site

The Forest Debris Site is locked and will remain that way until the Alpine Plateau Road melts off up there and Will can then clean up the debris from the last burn. There is still a lot of snow and mud up there. And signage will have to be put up to explain what can go in there and where to comply with state/county requirements.

Lock

I replaced the padlock on one of the package boxes at the bottom of the Alpine Road because it no longer could be locked or unlocked (not too helpful). Same combination.

Electrical

We need electrical repairs to 3 lights at the maintenance shop plus the entry sensor at the winter parking lot driveway. Will will try to catch an electrician for a bid so we can save on an extra trip charge. Again, if you know of an electrician coming up, please let Will know.

Firehouse Leak

Kevin Stilley, President of the Fire District, and I are interviewing contractors for the repairs and requesting bids. We plan to use the Gunnison Office for Resource Efficiency as the quality assurance officer for this project. The necessary tear out, dry walling and painting will be done by Kevin and volunteers and I sincerely recommend that the Board come up with some way to reward them for all this hard work on behalf of the community.

Linda Helken Squirrel



Security Manger

Reinie Masanetz

Security Sign-In Boxes are located at the intersection of Ute Drive & Alpine Road and Lake Road & Alpine Road. Sign-in sheets are available for our Summer residents, campers and their guests to fill out and request further assistance is needed from our Security Officers, i.e. fire pit inspections, vehicle decals or 14 day additional camper permits.

Fire Pits: Construction of new fire pits must meet the specific specifications from our Arrowhead Fire Protection District. Security personnel will provide you with these fire pit specs. All existing fire pits must be **re-certified each season** (no exceptions). Contact the security officer on duty, who will then stop by and inspect your fire pit and update your existing fire pit permit.

AIA Forest Refuse Dump Trailer: (Same old trailer, new name, we can't use the word Stump Dump anymore). The dump trailer is available to any Arrowhead property owner by reservation only. Please contact the security officer on duty for its availability. Please return the trailer next to our warm-up shed in the winter parking lot and reconnect the power cord so that the battery can be charged. The forest refuse trailer is **not** licensed, for off mountain use. (If any problems with dump trailer, please contact Security in order to get repaired).

Vehicle Stickers: Yellow numbered vehicle stickers, visitor and contractor passes, all can be obtained from security personnel.

Fishing at the Flint Lakes: The lakes will be stocked as soon as dry conditions will allow the delivery of approx. 350, 12 inch fresh fish possible around the 3rd week in June. Please keep the gate closed at all times, because of the horses and if you choose to take your vehicle(s) to the lakes, please be reminded that you are taking it at your own risk. Fishing permits can be obtained from Security.

Additional Camper Permits: Guidelines and procedures for issuing additional Camper permits will be published in a separate article in this months Smoke Signal. If you have any questions, please feel free to contact the Security Officer on duty by calling 970-209-6335 or leave a message on the Security Message Center at 970-862-8262. Another way to contact us is by our official e-mail address at: security@arrowhead1.org. Security is not monitoring messages left on the AIA website's Market place or at the Arrowhead Owners Forum.

Touring Filing Roads vs. private driveways: Security has been getting calls of people touring on their private driveways. Arrowhead residents and guests are welcome to tour our mountain retreat, but please stay only on the filing roads. We ask that you honor the owner's private driveway as such. Thank-you.

Dogs and Deer Safety: This late spring the doe's will be dropping their fawns and it is important that your dogs be kept on leashes while walking them. Humans should be careful as well. If a doe approaches your dog or even you, back off and turn around and

find another way to walk. The doe will attack if they feel their young are being threatened.

Summer Hikers & Bikers on Filing Roads: It's that time of the year when people love to take their daily strolls for the fresh air and scenery, but it is far from fresh air when a vehicle flies by leaving you in a cloud of road dust. We're asking everyone to be thoughtful and considerate of our residents and guests by slowing down and looking in your rear view mirror that you're not raising any dust before passing them. Better yet, slow down to couple miles per hour before passing the hikers.