

Draft

**ARROWHEAD IMPROVEMENTS ASSOCIATION, INC.
SPECIAL BOARD MEETING
FRIDAY, JUNE 20, 2014 – 9:00 A.M.
ARROWHEAD FIREHOUSE**

Call to Order, Determination of Quorum, Adoption of Agenda with Any Changes:

President Mike Wigent called the meeting to order at 9:00 a.m. Board members in attendance besides Mike were Vice President John Moseman, Treasurer Al Hale, Sharon Pugh, Secretary Linda Squirrel. Tim Carlson was expected to arrive a bit later. A quorum was determined to be present.

Additions to the agenda were Discussion of Ballot Return Date; President's Statement about Work Sessions at Special Meetings, Insurance and Review of the Work Plan. John moved to adopt the changes to the agenda. Sharon seconded the motion which passed unanimously.

Executive Session: Under C.R.S. Section 38-33.3-308 (a), (e) and (f) Linda moved to go into Executive Session to handle personnel, privacy and/or legal matters and delinquencies. Sharon seconded the motion, which passed unanimously and the Board went into Executive Session at 9:10 a.m. (Tim Carlson entered the meeting at 9:30 a.m.) After the above executive session items were discussed, the meeting was recessed at 11:45 a.m. for lunch.

At 1:20 p.m. the President reconvened the Special Meeting and began the Board's Work Session.

Special Meetings/Work Shops: Mike explained the name change for our Friday meetings from a Work Shop to a Special Meeting. CCIOA only recognizes 2 types of board meetings; i.e., Regular Meeting and Special Meetings. The Board can go into executive session at either type. The Board holds work sessions (aka workshops) to work on Board business where owners are welcome to attend and listen. The Board may even call on an audience member if it believes that person to have information germane to the topic under discussion by the Board. However, at a work session, audience comments will only be invited at the end of the work session and no votes are taken.

Discussion of Ministerial Corrections/Retyping of Regulations: The Board discussed fixing typos, grammatical errors and other minor corrections. Linda will assemble a list of these for the Board and the Board authorized her to e-mail these to attorney Marcus Locke so that his office could retype the document in conformity to the sections already typed by them.

In reference to the Design Guidelines portion of that document, Mike asked Joyce to explain her recommendation on the utility fee. She explained that it was originally adopted because road cuts made when contractors had to cross filing roads to install utilities were not always adequately backfilled requiring the Association to correct them. However, Will now reports that this is being done successfully and is not interfering with his regular road grading. She recommended that the Board eliminate this \$250 fee and Will concurred. So far in 2014, there has only been one fee paid (literally just paid), so the Board felt that this change could be made

retroactively to 1/1/14 and that paid fee could be refunded if the Board adopts this change after it is posted and if it is passed at the July meeting.

Trash Compactor Change/Warming Shed Improvements: Heavy Equipment Operator Will Hobson was invited to participate in this discussion since he had performed the research on this topic for the Board. If the Board decides to replace the existing compactor, one question is what to do with that one. John Moseman, who donated the compactor to the Association years ago, suggested that we give it to the Inn should they be interested and have them move it on site. Will was asked to approach the Inn with this idea with the understanding that providing the electric service and spot for it on their land would be their responsibility and in return the Board would be permitted to hold winter meetings at the Inn. The term of the proposed contract for a new compactor would be 3 years. The new one would be able to work from our single phase power. It can handle 40 yards of material which is larger than the one we currently have. The trip charge to empty it would only be \$675, and the company would exchange an empty one for our full one when they pick that one up to take to the landfill. That means we would not be “compactor-less” while it is being emptied.

Linda had previously presented figures from Will to the Board on the cost to finish insulating the warming shed to save on electricity. It seemed most appropriate to complete the insulation, cover all that with tongue and groove wood and install a wall thermostat that would work from a motion light. Tim suggested that \$1500 should cover all that and it could come out of the existing maintenance budget. Will was asked to contact Ron Corder to see whether his quote included labor. Whether to do this work or not this year will depend on how other expenses track.

Winter Grooming: Mike invited Lucia Lebon, President of the Arrowhead Snowmobile Club, to report on her discussions with the State on this issue. She reported that a property owner had complained to the Department of Natural Resources about the Club using their groomer to groom AIA filing roads. The State Parks Department is willing to consider options to allow grooming AIA roads using the Club’s groomer under the State Trails Program. The majority of the use of the groomer is for grooming federal lands south of Arrowhead making them available for not only the public in general but our property owners to enjoy.

The Board felt that grooming is essential to our community for safety, for fire protection, for access for those who might not live here but still want to be able to use their property in winter. It took 113 hours of grooming last year to groom our filing roads (17 miles) while the club groomed 38 miles of trails for the State. At this point the State is asking for \$100/hour if we use the Club’s groomer to groom filing roads. Roughly that would cost AIA about \$10,000 + fuel, labor and insurance. We would also need to be setting aside funds toward the purchase of a replacement groomer in about 3 years. However, Mike pointed out that the proportion of our

road maintenance costs attributed to winter grooming is small compared to our regular road maintenance costs. Some suggestions to save money were prioritizing main roads for grooming and, perhaps, acquiring a mogul buster.

It was decided that Lucia, Al and Bob Hernandez would work on firm figures for a proposal to the State while Mike would follow up on other ideas and John would check into groomer rental costs in Grand Junction. An in person meeting with the State seems to be our best option for negotiating a solution.

Insurance: John passed out information on our Board of Directors' insurance policy. The Board asked Dave Tobler to report back on premiums as well as the certificates themselves.

Work Plan: John hand out revised spreadsheets on the 2014 Work Plan.

Discussion of Fishing Rules Suggestions: A property owner had previously suggested making Upper Flint Lake catch and release only. This year we were unable to stock that lake but fish that have wintered over are in it. Another suggestion has been to ask folks to cooperate with a 3 fish per lot per day limit on Lower Flint Lake since we cannot get more fish this year. After much discussion, Tim agreed to come up with wording for signs for these lakes incorporating these suggestions. Then the Board would plan to discuss temporary fishing rules for this summer at Saturday's meeting. John offered to purchase 2 picnic tables and a bear proof trash can for placement at Lower Flint Lake.

Employee Handbook: John has revised the Employee Handbook and handed out copies to all Board members for review and any needed corrections. It has been reduced from 5 chapters to 4 in spite of incorporating government requirements. This will replace the 2004 version and will be dated upon its adoption. Employees will each be expected to read, sign and retain a copy of this document. John and Mike will meeting with the employees about this. Linda was asked to review the handbook for typos, etc. The Board hopes to have it ready for adoption in July.

2014 Budget Review: Al reviewed his projection of where we stand in comparison to the budget and indicated that he felt it was in reasonable shape for the rest of the year. Mike has requested that employees keep track of mileage to help control costs and also so that they can be reimbursed for work mileage on their personal vehicles once a month. Mike also suggested that the Board consider adopting the 2015 budget in October instead of January and eliminating the January Board meetings. The Board members will think about and research this idea.

Board Handbook: John will send the final revised pages to all Board members for review and any suggested changes. Once the Records Policy is adopted, it will, of course, become a part of this Handbook.

Change in Ballot Return Date: Linda explained that the Election Committee felt that the ballot return date should be November 17 instead of November 14 to allow for the weekend and make sure there are at least 45 days between mail out and return of ballots. The Board was amenable to that idea. This date change will be included in the election information enclosure that will go out with the dues statements that will be mailed on or about July 1st.

Courtesy Patrol/Camera Security/ Neighborhood Watch Ideas: John reported that we will probably hold off on cameras for now. He has drafted a brochure to solicit cooperation by property owners in forming a neighborhood watch. The Board discussed this.

Call for Owner Comments: Mike called for owner comments but there were none.

Adjournment: Linda moved to adjourn the meeting; that motion was seconded by Al and carried unanimously. The meeting was adjourned at 4:53 p.m.

Linda Squirrell, Board Secretary