

ARROWHEAD IMPROVEMENTS ASSOCIATION

Board Of Directors Workshop Minutes

Friday, September 13, 2013

AIA Firehouse, 9:00AM

1. **Call to Order** – Bobbie Kerns called the meeting to order at 1:00 PM
2. **Determination of Quorum** – Bobbie Kerns determined a quorum was present
3. **Board Members:**
 - Mike Wigent
 - Barrie Riddoch - by phone
 - Al Hale
 - John Moseman
 - Linda Squirrell
 - Sharon Pugh
4. **Discussion Items** - Modifications to the agenda were made by Mike. He added two items, discussion of minutes and discussion of access to legal counsel. Bobbie removed the violation discussion since it was decided to send the text for legal review.
 - a. Conflict of Interest - This policy will be posted on the website for owner review and comment.
 - b. Fine Assessment Process - (Regulations Section III) This text is being sent for legal review
 - c. Election discussion Barrie has prepared a scope of work and some additional questions that he has sent to three accounting firms, a. Dalby, Wendland and Co. Inc. b. Edward Howard CPA, c. Chadwick, Steinkirchner, Davis, and Co. Each company was emailed a scope of work on September 5. The additional questions were emailed on September 9. Bids were received from each company on or about September 10 and 11. The bids received were Dalby \$2500 plus potential additional costs, the Howard bid was \$1000, and the Chadwick bid was \$3500. Barrie emailed the rest of the Board the scope of work and additional questions on September 13. Bobbie handed out copies of these documents at the meeting. Since the Bylaws do not provide for an outside party to conduct the election it will be necessary to draft a Resolution according to the BOD manual page 8. John will generate the text tonight so that all directors can sign the Resolution by tomorrow's meeting. Some additional modifications will be made to the scope of work

so that there are seven types of ballot where the candidate names appear in random order. The biographies will be in random order also.

d. Adoption of Disclaimer - Linda again asked that the Disclaimer wording put on the bulletin boards, Smoke Signals and the website. She did not provide text for board review but will find the text and have it reviewed by legal. Barrie explained the reason that he and the Communications Manager had decided not to use the full wording.

e. Adoption of Reserve Study & adoption of funding policy. John reported that more work is needed on the Reserve Study. John and Al will work on the revision taking into account Al's work on the budget. The Firehouse is being included in the Reserve study. The revised policy will be reposted on the website.

f. Appointment of Security Liaison - The Board had never appointed a Security Liaison instead the President had been meeting with Reinie to discuss Security issues. Mike Wigent will be appointed during the meeting tomorrow.

g. Collection Procedure Update - Some revisions are needed and the policy needs legal review. This topic will be moved to the October meeting.

h. 2014 Draft Budget Review Al review the preliminary budget for 2014. He also presented projected budgets through 2018. The main concern with the projected budgets is a negative balance by 2018. The negative balance is due to the required funding of the reserve account. John pointed out that there is no need for a special assessment but that the Board needs to start taking action now to avoid potential shortfalls in future years. Several areas to investigate for either cost savings or possible reduction where:

- i.** Waste disposal. It is possible some people are using the dumpster but are not paying for it. John even suggested an incentive to pay for the trash service for the entire year.
- ii.** Increase rent paid by the water company to AIA for office space.
- iii.** Board expenses
- iv.** Eliminate mailed version of Smoke Signals and use only the online version.
- v.** Mock evacuation - are there going to be any costs associated with this event?
- vi.** Reimbursement for additional heavy equipment costs incurred by the logging and hauling operation. Montrose Forest Products has not responded to the request prepared by AIA.

vii. No rolloff dumpsters for next year.

viii. Patty Greeves is looking into getting some grant money to supplement the cost for weed spraying. If possible a professional company may be hired to do some of the spraying of large common areas within the community.

i. Diesel Parking Electrical Consumption Al has researched the cost of electricity for vehicles parked at the winter parking lot. Al's calculations showed a cost of \$265 for the winter season per vehicle parking spot. Owners that need these spots are currently being charged \$200. The \$265 cost might be reduced if some special equipment were used but the cost of this equipment is close to \$200 per spot. This money is not in the budget. Al will make a motion tomorrow to raise the rate to \$265 per spot. Reinie pointed out that a couple of owners have already paid for their spots. Owners can start parking at the winter parking lot on Oct 15. RV's have to be off the mountain by Nov 11.

j. RV Regulation rewrite - Mike read the first draft of the proposed regulation.

Comments:

- i. Partial days used are counted as full days.
- ii. An application form for the permit will be on the website. Owners need to download the application and apply by the 15th of the month for Board approval.
- iii. Construction permits are not approved beyond 3 years.
- iv. Additional permits are not allowed if the owners dues are not current or there are other unresolved violations.
- v. No crisis phone call situations, owners need to plan their visits.
- vi. A checklist will be required to determine whether an owner is current on dues and has no violations.
- vii. The issue of water usage was raised

k. Invocation/prayer at meeting - There were owner objections to the invocation at the previous Board meeting. A majority of the Board didn't feel the invocation was appropriate.

l. The minutes and the posting of draft minutes were discussed.

m. There was no discussion of the access to legal topic.

n. Mike concluded the working session of the meeting by stating no confidence in the Board president and Secretary and asked that they each resign.

5. Call for Owner Comments

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6. Nick Garreffa discussed the problems with Juniper Drive and how dangerous it is. Mike will do further investigation.
7. The next Cleanup Day is tomorrow, September 14 beginning at 9 AM.

Secretary - Barrie Riddoch