

*Draft*

**ARROWHEAD IMPROVEMENTS ASSOCIATION, INC.  
SPECIAL BOARD MEETING MINUTES  
FRIDAY, JULY 18, 2014 – 9:00 A.M.  
ARROWHEAD FIREHOUSE**

**Call to Order, Determination of Quorum, Adoption of Agenda with any Changes:** Vice President John Moseman called the meeting to order at 9:00 a.m. Board members present, in addition to the Vice President were, Secretary Linda Squirrell, Treasurer Al Hale, Sharon Pugh, Tim Carlson, Kathy Krohn. President Mike Wigent was absent from this portion of the meeting. John determined that a quorum of the Board was present. Items added to the Work Session Agenda included Draft of Annual Meeting Agenda, Design Review's Proposal for a Road Cut Change in Regulations, and Handling of Board Notifications of Guest RV on a Home Construction Site.

**Executive Session:** Under C.R.S. Section 38-33.3-308 (a), (e) and (f), John moved to recess the Special Meeting and go into Executive Session to handle personnel, privacy, delinquencies and legal matters. Tim seconded the motion, which carried unanimously.

At 10:51 a.m., Vice President John Moseman reconvened the Special Meeting and began the Board Work Session.

**Notifications to Board of a Guest RV While a Home is Under Construction:** The Board discussed the proper way to handle these exception notifications under the Regulations. The property owner will notify the Board giving the RV license number (if available), and Design Review will keep track of these notifications. Such notifications are for that camping season only.

**Annual Owners' Meeting Agenda:** The Board reviewed a first draft and discussed changes.

At 11:25 a.m., the Board recessed for lunch.

President Mike Wigent reconvened the Special Meeting – Work Session at 1:20 p.m.

**Report on Executive Session:** John reported that the Board discussed delinquencies, an owner's complaint, ministerial changes to the Regulations, and a job application.

**Trash Compactor/Warming Hut Improvements:** Mike reviewed items to be covered in an agreement to give the Inn our existing compactor in return for AIA being able to hold winter meetings at the Inn. Linda went over the figures for the proposed warming hut improvements.

**Proposal to Trade AIA-owned Commercial Lots:** Mike and John reviewed their evaluation of the lots which the Board would like to acquire in exchange for their existing lots.

**Review of Work Plan:** John passed out his latest revisions.

**Board Handbook:** John passed out the latest revisions. Linda suggested that the 9 CCIOA governing policies, which are a part of the Board Handbook, be displayed in their own box on the Board News, Information and Financials page of the website. The Board concurred with this idea.

**Employee Handbook:** John added the new mileage policy. He will review the handbook with our employees now as well as annually. He asked for a final review of this handbook by the Board members as soon as possible.

**Fire Danger Sign:** Some of these signs are missing. Bill Conway was asked to check with the Forest Service to see whether they are available through them; Mike will check with Clyde Vavrik, who has worked on this before, as well.

**Grooming:** At the Board's request, Bob Hernandez reported that a conference call with Colorado Parks and Wildlife was set up for next week. Mike, who plans to participate in this call, invited any other Board members who could to also participate. The consensus of the Board is that grooming is a necessity for Arrowhead, and John will work on costs should we need to purchase our own groomer.

**Annual Owners' Meeting Agenda:** Mike volunteered to ask CPW whether they could present a "bear program" as part of our owner education at the meeting.

**Change in Budget Adoption Schedule and Meeting Schedule:** After discussion, the consensus was to eliminate the March meeting and go ahead and move up the

schedule for adoption of next year's budget. Meeting dates will be determined at the October meeting and announced then.

**Opening Driveways (and Other Services Requests):** Due to insurance concerns, the Board will need to have property owners who request services by our Arrowhead Patrol sign a waiver of liability. ( Arrowhead Patrol personnel will not go into the home of an absent property owner.) John has been working on specifications for these services as well as getting new vehicle stickers for owners' vehicles which are UV protected and which will be printed at a substantial savings. He has also redesigned the Arrowhead Patrol (formerly Security) page of the website as an information center. His web designer will work with Robb to implement this.

**Noxious Weed Control:** Tim has investigated all the types of "cides" used for weed control up here. To comply with the latest state and federal regulations, we cannot mix materials for the use of volunteers without special training and a license. The Association can contract to spray its large common areas but property owners will have to treat their own lots with herbicide they purchase themselves. Tim suggested a drawing at the Saturday Board Meeting to give away 4 sprayers.

**Proposed Change in Road Cut Regulation:** Joyce Boulter reviewed the history of this Regulation and the reasons it should be eliminated. The contract that property owners and their contractors sign requires them to return the road to its prior condition after any cuts have been made. This will be posted for action at the August Board Meeting.

**Road Dust Control:** Tim felt that road dust is our major pollutant up here and suggested doing a test strip on Lake or Spruce to try out treatment options. John provided a history of dust control measures already tried at Arrowhead. The cost of magnesium chloride is substantial and the receiving material has to be just right for it to be successful. It looks like speed control and watering are our best bets. Bill Conway was asked to talk to the County Public Works Director about applying magnesium chloride to parts of the Alpine Road when they come to do their annual road work.

**Owner Comments:** Reinstating the Welcome Wagon, incorporating the existing Arrowhead Awareness booklets, was suggested, and Board members were invited to go along when available. Melissa Hernandez will spearhead this project.

The post office survey as well as the August 19<sup>th</sup> meeting at Black Canyon RV Park on the hours of operation of the Cimarron Post Office was announced.

The meeting was adjourned at 4:47 p.m.

Linda Squirrell, Board Secretary