

**Minutes of the Lake Arrowhead Property Owners Association  
Board of Director's Meeting  
January 30, 2016**

-The meeting was called to order at 9:00 a.m. by President Ron Race Jr.

-All board members were present with the exception of Marcia Schick and Chris Speen who were excused. Contractors were present with the exception of Tim Wheaton who was excused.

-Ron Race Sr. moved to approve the December 5, 2015 minutes as amended. Brook seconded the motion and it passed unanimously.

-Ron Race Sr. presented the board with a 2016 Campground lease document highlighting changes from the 2015 lease. Mary moved to approve the "Lake Arrowhead Property Owners Association-Campground Lease Agreement" as amended. Brook seconded the motion and it passed unanimously. (Eva left the meeting.)

-Judy Race presented the Treasurer's report: Past due monies have come in and more is expected so it appears that we will be able to make this year's budget, but it will be close. Now that the lake improvement loan has been paid in full, Judy has been able to renegotiate the terms of our checking account. We will now get two years of free checking. Some of our bills are being paid on line. This saves time and money. As a service requested by our members, and as a method for increasing our dues income, Judy has researched the feasibility of LAPOA accepting credit card payments. First Data is a credit card processing company that is used by many retailers and would be our processing company. Accepting credit cards is a bit more work for us but it would enable us to get our funds right away and by putting their dues payments on their credit cards, members can pay their LAPOA bill in full, avoid late fees, and spread out their payments on their own credit cards. Judy believes that this is especially helpful to members who are in arrears. Members who are current on their dues could also set up re-occurring payments with start and ending dates to pre-pay their Lake Arrowhead dues. Judy made it clear that **at no time would LAPOA be retaining credit card information**. We would need to add a Payeezy at First Data link to our website. Members will be able to log in and pay their bills on line, or they can call the office and our office manager will log in for them, type in the credit card information and assist with the on line payment process. Initial costs to the Association for credit card service would be about \$299 plus \$9.95/month for the service. In addition there are "pass through costs" on each transaction that average about 2.5%. After discussion, the board recommended that a 3% processing fee be placed on credit card transactions to cover these costs.

Judy moved to begin accepting credit card payments for Association assessments using First Data's Payeezy system; that payments may be made over the phone or through our website link; to charge members who pay via credit cards a 3% processing fee to cover costs incurred; and that she be authorized to spend \$299 to cover initial start up costs and also First Data's monthly fees. Mary seconded the motion and it passed unanimously.

Ron Sr. moved to accept the Treasurer's Report as presented. Ron Jr. seconded the motion, and it passed unanimously.

-Collection Committee: Judy Race reported that the committee members have learned a lot about collecting overdue funds. They have received about \$19K from ten members who were in arrears and many others are making payment arrangements. In general, in 2015 they have collected approximately \$15K for 2014 and preceding years, 20K for 2013-2014 Lake Assessment assessments, \$15K for late 2015 assessments, and \$15K in late fees. Some former members are surprised to learn that although they no longer own property in Lake Arrowhead, they still owe accrued dues and late charges, and we pursue monies owed. The board commends the Collection Committee for their great work on behalf of our members!

-Gas Wells: Ron Race Jr. reported that gas well revenues are lower than expected and that 2016 will in all likelihood be just as bad or worse. Gas prices may start rising in 2017.

-Real Estate: Dana Stubli reported that there are two Association owned lots for sale. These are being advertised on the website. A member asked how the Association acquired these lots. It appears that years ago, the Association would “take back” lots from members. The practice cost us a lot in property taxes and in lost membership dues. The Association does not take back lots! The lots that were sold last year will now generate membership dues. County owned lots that do not sell at auction can be purchased at any time. Mary will continue to advertise these on the website and social media sites.

-Budget: Judy Race presented the board with our 2015 actual expenditures as compared to our 2015 budgeted expenditures, with her recommendations for the 2016 budget. After a few changes, Anita moved to accept the proposed 2016 budget. Brook seconded the motion, and it passed unanimously. In 2016 membership dues will be: \$139.05 for primary lots, \$72.10 for secondary lots, and \$36.05 for half lots. In addition, each primary lot will be charged \$71 for the reserve fund. The board appreciates Judy’s excellent work and thorough explanation of our finances.

There was a brief discussion about rounding member’s payments and of board members’ compensation. Judy will consult with our attorney about compensation.

-Roads: Ron Jr. reported that Chris will have a roads plan at our next meeting.

-Pool: Ron Sr. reported that the pool is closed up for the winter. Some painting and repairs will be made on the Pool house and he anticipates that we will stay within budget.

-Parks: Dana reported that she and Kyle are looking to improve access at the park across from the “19<sup>th</sup> Hole” and at the park at lot 30 on Pueblo Trail at the far end of the small part of the lake. They would like to remove the unusable merry-go-round on Pueblo and maintain neighborhood swing sets until they can be replaced. The first play equipment to be replaced would be at the main park. Mary suggested that unused park funds be retained in a parks account from year to year (as we did with pool funds) in order to help pay for play equipment. Since the budget is so tight this year there was no support. There was also discussion about sand-blasting and repainting play equipment. Dana and Kyle will have estimates for us at the next meeting.

-Building Control: Dick Miller will follow up on lots that are being cleared backing up to Springay.

-Environment and Zoning: Anita reported that the member’s chickens are gone. The owner was cooperative and had been unaware that farm animals are not allowed here. The owner of the house on Beechnut has begun cleaning up his lot. After the snow clears, some other lot owners will be notified that they must clean up their properties.

-Forestry: Brook reported that the fallen tree on Pawnee was removed.

-Technology: Dwayne reported that he has spent approximately \$850 on equipment so far. Nodes for internet have been installed at the Office, the Pavilion, and on his house. He would like to expand the range to other areas around the lake and will solicit volunteers, and to the campground. He has some back-up units that will be stored in the office in case one goes down. He will also provide some network instructions (that will be kept in the safe) so that another board member can work on the system if he is unavailable. He remotely monitors the network and is notified when the system goes down as it did at Christmas time when there was a power outage. So far the system is handling traffic well. Video streaming will slow everything down and can be restricted if necessary. Dwayne sought guidance from the board regarding use of cameras. The consensus is that cameras should be restricted for surveillance and security; and that cameras should be able to record so that we can have evidence whenever there is illegal dumping or vandalism. The board was not comfortable with “live feeds” that could be viewed on-line by public.

-Communications: Mary reported that we have over 100 members on Nextdoor. She asks members to change their address or cancel their accounts when they move out of Lake Arrowhead. If they do not comply or she cannot reach them, she has customer service cancel the account. The deadline for the March newsletter is February 19<sup>th</sup>. Please get your articles in on time!

- History: Connie described Doc Byam as our “First Conservationist”. She remembers him as an old man who walked the streets, picking up litter. She recalls him telling her parents to ‘take care of those weeds’ soon after they finished building their cottage and before their lawn was planted.
- LongRange Planning: Ed is looking at developing a three year “business plan” which will tie in with Judy’s finance numbers. This will be updated each year. The Reserve Fund should have about \$80K in it this year. He will present more at our May meeting.
- Unfinished Business: Judy checked with our insurance company about our coverage when we hire minors who do some work for the Association. Although the company does not recommend hiring minors, we are covered if they are injured while doing some work for us.
- New Business: Anita will be gone from February 12<sup>th</sup> through March. Judy will cover the Office most days, but during the last two weeks of February, the Office will be closed on Wednesday. Mary should be able to fill in some days.
- Ron Sr. isn’t so sure that a rain diverter over the Office door will suffice and thinks we should consider having an overhang that extends over the decking. There are no footings for porch posts. The contract covers a “reverse gable” to divert water. Can this be extended? This should be discussed with Andy before construction starts.
- Mary announced the names of board members whose terms are expiring and asked the board to encourage members who would be assets to the community to run for the board.
- Adjournment: At 11:30, Ron Sr. moved to adjourn. Ron Jr. seconded the motion and it passed unanimously.

Minutes submitted by Mary Davignon, LAPOA Secretary  
Approved, May 7, 2016