

**Minutes of the Lake Arrowhead Property Owners Association
Board of Directors Meeting
October 5, 2019**

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

-Attendance: All board members were present except Judy Race and Ron Race Jr. who were excused; and Cory Ames who was absent. Ron Race read the resignation letter that was sent to him by Ron Applebey who resigned from the board due to family circumstances and plans to relocate.

Contractor Tim Wheaton was present. Contractors Dale Davidson, Judy Race, and Cindy Smith were excused.

-New board member: Buddy Pardo moved to appoint Dick Miller to finish this year's term in place of Ron Applebey. Trish Fowler seconded the motion and it passed unanimously. Dick Miller was present at the meeting and will be on the board until board elections in July 2020.

-Minutes of the August 3, 2019 Board Meeting: Ron Race moved to accept the minutes as amended. Tom Rozycki seconded the motion and it passed with one abstention.

-Minutes of the September 21, 2019 Special Meeting for the trash compactor project: Becky Krzanowski moved to accept the minutes as written. After answering several questions about the project, the Reserve fund, and obtaining a line of credit, the motion passed without objection. Connie Stubli seconded the motion and it passed with one abstention.

-Roads and Grounds: Ron Race reported that Tim is doing a great job on the roads even though all it seems to do is rain. The crushed limestone that he has been using is a little more expensive but does a much better job especially on washouts. Tim asks members not to put leaves in the road. Trish reported a giant mud hole in front of her house that's affecting her yard, and Tim will take care of it when things dry out. Tom commended Tim for the special attention given to problem areas and suggested that Tim (who knows roads best) and Roads people develop a "master plan" of areas of the roads that need special care so that we can reduce resources spent on areas that don't need as much attention. Tim Wheaton reported that he is taking the truck in to Zarembas next week for a leaky hydraulic valve. Everything else seems to be OK for winter. Ron reported that we are about \$5,000 under budget this year on equipment maintenance and attributed the savings to use of the new Mahindra tractor. Ron will have a member of the Cook family come out to inspect roads and give an estimate on dust control before our budget meeting. Tim explained that often the roads are very dusty in the spring because of all the sand he spreads throughout the winter. Trish commended Tim on how well he maintains the roads in the winter.

(Tim was then excused from meeting.)

-Treasurer's Report: In the absence of our treasurer, Ron Race Sr. distributed financial reports that have been prepared by Treasurer Judy Race and reported that Judy is feeling optimistic about meeting this year's budget. 89% of members have paid this year's dues. Gas well income is a concern. She expects to meet or exceed collection of overdue income through the Collection Committee. Ron reported that we have made budget for the pool but have not received the invoice for the pool heater. There was a manufacturer's defect in the heater and Judy is hoping that the expense is all covered. Our legal expenses were up because of the credit card fraudulent activity. Mary reported that members can still make credit card payments, but they can only do so through the Office during Office Hours. Many members have paid Association dues through our website page right up to midnight on June 15th to avoid late fees. Although Judy put more safety measures on the credit card system, we are reluctant to allow credit card payments through the website in case some other hacker tries again. Mary has inactivated the "Make a Payment" part of our website. The consensus was that it is important for members to be able to pay with their credit cards outside of Office hours. It was suggested that we look into using PayPal.

-Ron briefly went over the budget. He reported that dumping costs should come in a little under budget. Insurance bills have not yet come in. Winter taxes still need to be paid.

Trish moved to accept the Treasurer's Report. Carolyn seconded the motion and it passed unanimously.

Short term Office Manager Contract: Mary is planning to step away from the Office Manager position in May. Judy requests approval for the short term Office Manager contract that she prepared and distributed to the board via email. Ron reached Judy on the phone to answer some question about the revised Accounts Receivable contract that will be finalized in May. Judy would like authorization to contract an Office Manager now so that Mary can train the new person before things get extremely busy next spring. Becky moved to approve the short term Office Manager

contract and to authorize Judy to contract a new manager. Paul seconded the motion and it passed unanimously. Mary explained that we will try to find someone suitable from among our members before looking elsewhere.

-Collections: Mary reported that member Deb Crittenden will join the Collections Committee. We will subscribe to one of the people locator services to help find people with outstanding dues. We have not gone to court for a while. Mary sent letters out to about 15 members who are very overdue. If they don't pay, she will prepare court documents and send another mailing with small court document before filing. When they know we're serious, about half of them start making payments. We normally file about five cases when we file.

Gas Wells: Dave Johnston reported that Riviera has been sold to Riverside. There doesn't seem to be any new exploring or drilling. Mary reported that we received combined gas well checks totaling \$999.14 for September.

Real Estate: Paul Cutting reported that he has corresponded with an LAPOA member who had expressed interest in an LAPOA lot that we have for sale. She has not responded. If she does not buy it, Mary will advertise it in our next newsletter.

New Business: Connie reported that her husband Dave thinks the pine needles and debris are heavy and should be cleaned from the roof of the old pole barn near Hayes Tower. Branches should also be trimmed back. Ron will take care of it.

Long Range Planning: Tom Rozycki reported that the recent Campground activities were "awesome". Funds for the trash compactor project are coming from the Reserve Fund. How do we recover from draws from the fund? We did not use funds for anything that was outside the purview of the Reserve Study, but some projects were moved up on the time line or costs were different from what was predicted. Carolyn thinks we need to explain to members why we are replacing the compactor, relocating it, and building a new structure. Tom will prepare something for Mary to post. There was discussion of increasing dues and/or the Reserve Fund charge to members. The consensus was that we need to educate people more about the Reserve Fund. Tom is always looking for ways to reduce costs.

Converting to three phase wire at the compactor site reduces maintenance and costs. Tom and Ron have both contacted Great Lakes Energy about installing solar panels and connecting them to the grid. Unfortunately, economically, "We are not there yet." Mary suggested a solar water heater for the pool to reduce propane costs. Tom is concerned about water by the trash dumpster and school bus area. We need to divert water.

Parks and Lakes: Ron reported that Greg Osantowski will remove the dock in front of the Pavilion on Monday. The boat launch dock will be removed on October 15th. The lake is up 7.5" since July. Ron Race and grandson Ryan Race (and team) removed the abandoned sailboat from the small end of the lake and the broken paddleboat that washed ashore by Overbecke's. They were able to dispose of both for \$60. Thank you Ron and Ryan!!

Building control: Buddy reported on Beechnut Trail pole barn permit.

Building Maintenance: Ron reported that the bench slab has been poured and the tree planted for Anita's Park. He and Judy will pick up the new bench and sign Monday. Anita's family will remember her privately when all is in place. While doing the cement slab for the bench, Ron also enhanced the basketball court. Ron replaced much of the trim on the Mailbox Building, caulked and painted. He replaced the cork board. He will paint the door of the Mailbox Building when the new sticker comes in. Mary reported that our new computer set up is great! Thank you to Ron and Judy for setting everything up.

Environment and Zoning: Buddy reported that a house on Pueblo Trail has had a major clean up.

Campground: Becky reported that emergency situations required some trees to be taken down. In addition, approximately 20 other perimeter trees were removed. Many of these were at end of life or were choke cherries that cause staining in the shower house. We had about 95 attendees at the Labor Day picnic. The pig was donated and the Campground supplied the keg and other items. About five people stayed up all night to monitor the pork. Leftovers were eaten the next night. Campground site 50 was moved to a better location. The old site 50 has become a "Community" site. They purchased a 5' community fire ring and a corn-hole game. Campers donated horse-shoes and the old campfire area will be used for horse-shoes. Next Spring the black mulch at the play structure will be replaced with cow mats and sand. A donated porch swing will be installed on the old swing set. They will replace wood picnic tables with foldable resin type tables as needed. Good parts will be re-used. A Campground survey was conducted and Becky responded to comments and questions. Suggestions included a basketball hoop, upgrades to the electrical system, and adding more water spigots. Water is being turned off to the campsites today. The bath house water, internet, and phone will be turned off at the beginning of December. Violation letters will be sent to some campers in regards to junk left out and for feeding animals. Becky researched the Campground documents. The general campground rules and the policies regarding seasonal campers will be updated. Becky learned that our

bathroom and septic system can support five more sites. We would place five yearly sites along the “accessory road” but they do not want to increase the number of yearly campers. (Dick Miller left at 11:10.)

Tom Rozycki suggested that we market the campground storage area to members for boats etc. Becky said that she would need to have someone plan out the area because of the nearby septic field and so people don't get blocked. The area is locked and keyed and there is no access in the winter. One suggestion was to have a coin operated laundry. The Campground has its own page on the Association's website. There have been some problems with the internet connection. The new modem will be installed. Dwayne Crocker is coming up soon and will look at it. The board is very impressed with all the Campground improvements and plans.

-Lake Improvement: The annual phragmite inspection was done. We are awaiting the report.

-Forestry: Carolyn reported that we need to contract for the Forestry plan. Becky moved to authorize Carolyn Wright or Judy Race to sign the application and contract for the Forestry Plan. Tom seconded the motion and it passed unanimously.

-Pool: It is closed. No report.

-Security Cameras: Ron reported that two warning letters were sent to members for illegal dumping. Cameras are recording continuously and identifies when motion is detected. He is toying with idea of having a protected monitor at the new compactor so people can see that they really are being monitored. He recommends two changes to the **Security Camera Policy:** Change the policy so maintenance person checks cameras weekly rather than daily. Give permission to send security images to entire board (Officers and others) electronically so that board members can help identify violators in a timely manner. Board members would not be allowed to forward or share images. They are considered confidential and proprietary. Carolyn Wright moved to change security camera policy as presented. Paul Cutting seconded the motion and it passed unanimously. It was suggested that violators' images be posted publicly on our social media sites. Ron will check legalities of it.

Newsletter: Mary reported that the next newsletter is published in March. Please get started on articles so that we can educate our members. Meanwhile, information can be posted on our social media sites.

Social Committee: Connie Stubli reported that the Halloween plans are coming together. The Maintenance Building isn't the nicest place for a party, but the Office Building can't accommodate 90 kids. She was disappointed last year when only 12 children came to the party after Trick or Treating. Becky suggested stopping off at the Campground for hot dogs and hot chocolate before continuing with the Trick or Treating and that plan was approved by consensus. Tom described a “Haunted Golf Cart Ride” and Ron mentioned the “Hillbilly Parade” for possible future events.

New Business:

-Ron reported that Jim Powers, the second caretaker of LAPOA passed away last week. Board members remembered him fondly and expressed their sympathy for his family and friends.

-Thank you to Alice Kennedy and the Beautification Committee who repainted many of the old LAPOA signs, and they have been hung.

-Ron reported that our attorney is working on re-filing the Association's deed restrictions. Michigan's law now requires the deed restrictions to be re-filed after 40 years to remain valid. No changes to the restrictions can be made except as already specified in the restrictions.

-Judy and Ron will not be present for our budget meeting on January 25th. Judy will be available by phone. After discussion, the budget meeting will remain January 25, 2020.

At 1:00, Mary moved to adjourn. Tom seconded the motion and it passed unanimously.

Minutes submitted by Mary Davignon, LAPOA Secretary

Approved, December 7, 2019