

**Minutes of the Lake Arrowhead Property Owners Association
Board of Director's Meeting
February 1, 2014**

Approved 5-3-2014

The meeting was called to order at 9:00 by President Ron Race who led us in the Pledge.

All Board members were present except Dave Cunningham, Chris Speen, Dana Stubli, and Kyle Stubli who were excused. Tim Wheaton, a contract employee was also excused.

Anita moved and Judy seconded motion to approve Minutes of the 10-5-2013 board mtg. Motion carried with Scott abstaining.

Mary explained for members present that a camper was removed from the campground and disposed of without authorization. The owner was threatening litigation. After reviewing the case and seeking legal advice, Pres. Ron asked the Board to approve settling the \$3000 claim with funds coming from the campground savings. Mary reported that the Board voted on the issue via e-mail between meetings. The motion to settle carried with one abstention. A letter requiring the claimant to forgo any future claims to accompany the settlement was also voted upon by the board electronically. The letter was approved with one abstention and two board members not participating. (Copies of the votes are on file in the Office.) The settlement was accepted, letter signed, claim paid, and records are on file. Ron Race thanks Tim Devine for his guidance in this matter. Dick Miller moved to accept Mary's report. Ron Race Jr. seconded motion and it passed unanimously

Scott requested copy of by-laws change describing electronic voting. Procedure for electronic voting was approved at the October 5, 2013 meeting and is included in the minutes of that meeting. Mary explained that this was not really a by-law change but rather it is an interpretation of an approved by-law change that allows the board to utilize modern means of communications. Ron explained that this will be revised in the proposed new by-laws.

Treasurers Report was presented and explained by Judy Race. Scott moved to accept the Financial Report. Ron Race Jr. seconded the motion. Motion carried unanimously.

Budget: Judy presented a proposed budget with explanations of the figures used. Several amendments were proposed. Scott moved to accept the amended budget. Anita seconded the motion and the amended budget was accepted unanimously. Dick and Board thank Judy for an excellent job.

Some issues and actions that came up during discussion:

New expenditures for parks include replacing beams in pavilion & replacing dock at the main park. Heating costs are very high, especially at maintenance barn. Dick explained barn is kept at 50 degrees. It needs to be heated to keep sand from freezing. Need to find way to reduce expenses here.

Also phone costs are very high. Scott will look into installing a wireless access point and Magic Jack for office phones. Member Mike Lewis counseled caution about using it at campground because if internet is down, 911 calls would be interrupted. Land line will remain at the campground and pool.

Lake Assessment: 74% have paid some. Expect much more when late fees kick in. Committee is also collecting assessment whenever properties are sold. We expect to easily have funds for project.

Scott suggested using Crossroads when doing bulk mailings including March billing.

Recycling can save us a lot on trash disposal. Karl suggested that we try to get recycling center on our grounds. Mary will look into it.

Scott suggested that we consider having a reserve study done and informed us that it can be done fairly inexpensively. Chris Speen is already working on this. Scott will provide information about company that did his condo association's reserve study. This will be considered more at next meeting.

Collection Committee seeks guidance on posting names of owners in arrears. It is legal for us to post names until accounts are sent to an attorney or collection agency. Members have a right to know which lots are not paid up. After discussion Scott moved that the reminder signs at mailboxes state the total amount owed to the Association and a sign notifying members that a complete list of properties in arrears will be posted at Office. Karl seconded the motion and it passed unanimously. Judy informed us that if payment arrangements have been made and payments are being made, names will not appear on list.

The Collections Committee's compensation normally comes after late fees are added to accounts. Late fees were mistakenly added to the Lake Assessment bills and had to be refunded. This caused a tremendous amount of work for the committee for which they are currently not being compensated. Mary moved to strike "after late fees are added" from the current Collections Committee procedure so that they can receive compensation for their work. Scott seconded the motion. Judy and Anita abstained. All others voted in favor of the motion and it passed.

Membership Cards: Anita moved that we no longer issue membership cards to members. Scott seconded motion and it passed unanimously. It was suggested that we continue to provide a Pass perhaps on a key ring those property owners can issue to renters. Continue discussion at next mtg. Judy met with Chuck O'Connell who provided her a lot of information. Much information is on a flash drive and stored in safe.

Gas Wells: Ron Race Jr. reported that gas prices have gone up and some of the wells have been enlarged. If prices stay up, we can expect more revenues from gas wells. Original 10 year projection is no longer relevant. Not all wells are being pumped but volume is increased.

Real estate: Ron reports that no LAPOA lots have been sold in recent years. Selling the lots and getting owners who will pay dues is necessary. Scott moved that the Real Estate Chairperson with the concurrence of any two officers be empowered to negotiate prices of LAPOA owned lots. Karl seconded the motion. Motion passed unanimously.

Roads and Maintenance: (Dick Miller) reported that truck is running well but truck bed is deteriorating. Tim is having some issues with people parking on roads. Dick Miller will contact property owners. Anita pointed out that snow needs to come off of Office roof. Snow needs to be removed from doors. Issue needs to be clarified in contracts. For now Anita will oversee. If Tim can't do it they will get contractor. Thanks to Chris Speen for removing snow off roof.

Pool: (Ron Race): Some chairs need replacing and some maintenance on buildings. Scott suggested having a pool attendant on the busiest days to maintain order at pool. Karl requested some adults only time. Ron will take under advisement.

Parks and Safety: (Anita) Dock will be replaced. Some trees still should be trimmed/removed. Park bench is being donated. Dave Cunningham will coordinate.

Building Control: (Karl McKennon) No new buildings are currently going up.

Environment and Zoning: (Dave Liggett) is keeping an eye on properties. He will set up inspection time with Great Lakes regarding tree inspection for removal to prevent outages.

Campground: (Mike Gascoyne) Playground equipment has been purchased will be brought up after other equipment has been removed. New renters contracts being composed. Ron will have Tim Devine advise.

Lake Improvement & Quality: Ron reported that spoils area was excavated and burms built. No new soil and conservation permits are required. Ron is looking into possibility of grants for lake quality. Phragmites: need to get permits soon for eradication. Need to be licensed to do work. DEQ wants people to report Phragmite sightings.

Newsletter: Turn in articles and photos by March 15th. Notified board members whose terms are expiring: Mike Gascoyne, Dave Liggett, Dick Miller Ron Race Jr. and Anita Wheaton.

By-Laws: (Ron Race) Scott objected to draft copies of revised by-laws being distributed to board at meeting for review. Ron went through revised by-laws article by article pointing out each item that was revised, removed, moved, or left unchanged. Some issues that may still need to be included:

1. Ethics review board
2. Executive meetings
3. Question about whether members not in good standing have the right to attend and/or speak at meetings
4. Remote access for board meetings.

Board members are asked to review draft minutes and get comments and suggestions to Ron by March 1st. We need concurrence so we can vote on by-laws at May meeting.

Ron will scan and send absent members his copies of proposed by-law changes

E-Mail: (Mary) Not all members were receiving all the e-mails. Issues seem to be caused by security on board member's computers that is blocking forwarders. Make sure board@lapoa.com is on your address safe list. Meanwhile, Ron and I have formed our own board "group" and that mail all seems to be going through.

Website: Dana would like Real-estate page linked to the Otsego County Property Search Maps. Mary will send Scott the link. Web site needs to be kept up and must be set up so that extensive computer skills are not necessary. Scott has sent Mary information. Mary needs some training. Scott will begin working on redoing site. Judy would like to have an "Owners Section" where current news can be posted. Scott suggested a "Nextdoor" link be added. See NextDoor.com. Facebook can also be linked but people would need a FB account to see it. Judy also suggested that banking and bill paying be possible on line. Scott cautioned that all credit card info must be stored on banks servers. Scott will migrate site into a "content management" site so that multiple people can manage.

Forestry: Prices are still down. Kyle has a forester in mind and will meet with him.

Cellular phones and cable: Scott had nothing to report. Ron spoke to someone at Charter Cable. Fiber cable has been run down Hayes Tower and Charter is interested in bringing cable into Lake Arrowhead. There are some budget constraints, but it could happen soon.

Propane rates: We are locked in at 1.899. Scott cautioned that lock-in rates are often broken.

Best Practices: Most have been submitted. These will be reviewed by Ron who will work with chairpersons to make changes. These will be “living documents’ that will be reviewed periodically.

Contract Committee: A committee was formed to review contracts: Ron, Karl and Mary

Office Hours: (Ron) Think about Office Hours for building to be specified in contracts and posted. Anita and Dana will propose hours.

New Business:

Karl brought up issue of people using LAPOA property for personal use or gain. Needs to be addressed at next meeting.

Member Comment:

Dick Ransom stated that he and neighbor Gary Schellenberger have a big problem with water pouring off of Turkey Foot and washing down between properties. What can be done to alleviate problem? Dave Liggett suggested that having a grader come in this summer to do all the roads may correct grade and repair fall rain damage. It’s been about 10 years since we’ve had a grader come in. Dick will look into it once the snow is gone.

Scott moved to adjourn. Seconded by Ron Race Jr. Meeting concluded at 1:30 p.m.

Submitted by Mary Davignon, Secretary
Approved May 3, 2014