

**Minutes of the Lake Arrowhead Property Owners Association
Board of Directors Meeting
December 2, 2023 Board Meeting**

Meeting was called to order by President Paul Cutting at 9:04 a.m. in Lancaster Hall.

Attendance: Present: Paul Cutting, Cyn Huyghe, Judy Race (via Zoom), Ron Race, Sr. (via Zoom), Ron Race, Jr., Dan Burroughs, Katie Swank, Patti Brown, Gary Smith (via Zoom), Jeff Kennedy, Dana Stubli, Katie Warner, and Tracey Duty. Absent: Dave Johnson.

Motion by Patti Brown, seconded by Ron Race, Jr., to approve the October 7, 2023 Board Meeting Minutes. Motion passed, 13-0.

County Commissioner Report – None.

Announcements/Open Floor:

Tiffany Race asked who gave permission for dirt paid for by the Association for the pickleball court, to be taken to someone else's property. Jeff Kennedy stated that he approved it.

Officer Reports:

President – Board Members are not allowed to give away Association property without permission from the Board.

Vice President – No report.

Treasurer – Board Members should submit questions about the Budget to Judy – New Credit Card processing company as of November 1

Motion by Ron Race, Jr, seconded by Dan Burroughs, to accept the Treasurer's report. Motion passed, 13-0.

Secretary – No report.

Committee Reports:

Building Control – Three barns and two houses have recently been built.

Building Maintenance – Gutters at Lancaster Hall were cleaned out – Fences in Anita's park were replaced – Battery backups for the alarm system were replaced – flashing on the maintenance barn will be repaired by a member in the spring.

Campground – No report.

Collections – Two cases were mediated (one paid in full, the other one is on payment plan) - 5 new cases are being filed.

Complaint Committee – No report.

Environment and Zoning – Problem with properties on Macatawa with garbage on lots.

Forestry – Thinning of trees on the Northside of Arapahoe is scheduled for this winter. The price for standing timber is way down. Suggest we hold off any harvesting until next year. Dan Burroughs was added as the Forestry Co-Chairperson.

Motion by Dan Burroughs, seconded by Ron Race, Sr., to authorize Tracey Duty and Dan Burroughs to consult with Martel Forestry to see if we can hold off harvesting for a year without penalty under the forestry plan. Motion passed, 13-0.

Long-Range Planning – No report.

Minerals/Gas Wells – No report.

Parks, Lakes and Safety – Pine tree next to Lancaster Hall is being removed (\$2,700). Dangerous trees must be removed, but we must keep the budget in mind when it comes to removing trees that only look unsightly.

Parliamentary, Bylaws, History – No Report. Board of Directors Handbook is a work in process.

Personnel – No report. Personnel Committee will reconvene in late winter, early spring to discuss personnel procedures – the current personnel issue will be address in the next week or two.

Pool – No report

Real Estate – No report.

Roads, Grounds, & Equipment – Need for a contractor to assist in snow removal

Motion by Dan Burroughs, seconded by Dana Stubli, to approve using the existing posting for an “on call” snow plowing contractor. Motion passed, 12-0 (Katie Warner abstained).

Road Improvement – No report. It was decided to keep the Roads, Grounds, & Equipment Chair and the Road Improvement Chair as separate positions.

Security Cameras – No issues – no illegal dumping in the last two months

Social Committee – Trunk and Treat event went well – will work on the sign-up process for a traditional Trick or Treat for next year – Planning a Christmas event on December 16, time TBD at Lancaster Hall

Webmaster – No report

Communications – 1400 people were deleted from the public Facebook site that was discontinued – all posts to the private site have been positive

Technology & Newsletter – Zoom procedures will be prepared for the February meeting – Tracey Duty will be the Zoom backup – March Newsletter articles will be due after the February meeting.

Unfinished Business:

Complaint Committee – Procedural approval

The Complaint Committee has been changed to the Resolution Committee

Motion by Dana Stubli, seconded by Patti Brown, to approve the LAPOA Resolution Form with the changes stated. Motion passed, 13-0.

Employee Pay Rate Increase

Motion by Cyn Huyghe, seconded by Katie Warner, to table the Employee Pay Rate Increase until the May Board meeting. Motion passed, 13-0.

New Business

Detailed Transaction Report made available to the Board

Motion by Katie Warner, seconded by Dana Stubli, to have a Detailed Transaction Report emailed to the entire Board one week prior to the August and February Budget Meetings (for internal Board use only). Motion passed, 13-0.

Bylaw Change – Voting Recount Procedures

Motion by Cyn Huyghe, seconded by Katie Warner, to give Ron Race, Sr. approval to work with the attorney to develop a Bylaw change regarding Voting Recount Procedures. Motion passed, 12-1 (Paul Cutting was opposed).

Monthly Rate for Campground Waiting List Members

Motion by Dan Burroughs, seconded by Dana Stubli, to approve a \$400 monthly rate for a campsite (with a two consecutive month minimum) open only to those currently on the Campground Waiting List. Three daily campground sites will be designated for these monthly rate campsites. Motion passed, 11-2 (Jeff Kennedy and Katie Warner were opposed).

Campground – Ban charging of electric cars and trucks

Motion by Dan Burroughs, seconded by Dana Stubli, to ban the charging of electric cars and trucks at the campground. Motion passed, 13-0.

Campground – Cancellation Fee

Motion by Dan Burroughs, seconded by Dana Stubli, to require a 72-hour notice to cancel reservations for a campsite on holiday weekends or a \$50 cancellation fee will be assessed. Additionally, the reservation forms must be received 72 hours prior to the date of reservation. Motion passed, 11-2 (Katie Swank and Jeff Kennedy were opposed).

Campground Closure November 1st each year

Motion Dana Stubli, seconded by Dan Burroughs, to close the campground bath house on November 1st each year beginning with the 2024 season. Motion passed, 13-0.

Campground – Storage Item Limit

Motion by Dana Stubli, seconded by Paul Cutting, to limit the number of items in the campground storage lot to one item per Annual Campsite Renter. Motion passed, 13-0.

Second Open Floor for Member comments at the end of Board meetings.

Motion by Katie Warner, seconded by Tracey Duty, to add a second Open Floor for Member comments at the end of Board meetings, with a strict three-minute maximum. Motion passed, 12-1 (Ron Race, Sr. was opposed).

Trespasser in Campground

The Board agreed that the trespasser not be allowed to join the Annual Campground Site Wait List.

Adjournment

Motion by Ron Race, Jr., seconded by Katie Warner to adjourn. Motion passed, 13-0.

The Board meeting adjourned at 12:26 p.m.

Submitted by Cyn Huyghe, LAPOA Secretary

Approved: February 3, 2024