

Minutes of the Lake Arrowhead Property Owners Association

Board of Directors Meeting October 11, 2025

Call to Order: Meeting was called to order by President Tracey Duty at 8:00 a.m. in Lancaster Hall.

Attendance: Present: Tracey Duty, Cyn Huyghe, Lori Lancaster, Dawnna Pavelka, Katie Warner, Patti Brown, Dan Burroughs, Gary Smith, Katie Swank, Cindy Smith, Karoline Kinjorski, Troy Gahm, Rachel Wheaton, and Dave Johnston (joined via Zoom at 8:35 a.m.).

Approval of Meeting Minutes: Motion by Cyn Huyghe, seconded by Tracey Duty, to approve the August 16, 2025 Board Meeting Minutes. Motion passed, 13-0.

Motion by Cyn Huyghe, seconded by Tracey Duty, to approve the September 22, 2025 Special Meeting Minutes. Motion passed, 13-0.

First Announcements/Open Floor

Matt Kimmel, Corey Grenier, Denise Grenier, Brittany Young, and Michael Kammerer – shared comments about their experiences with dirt bike racing, the American Motorcycle Association, and AMA Hare Scrambles.

Jerry Russel thanked the community for pulling together during the ice storm to open up the roads and his concern that there are many damaged trees still overhanging the roads.

Ron Race, Sr. shared his concern about changing of the Book Exchange cabinet and the number of votes required for a 2/3 majority of the Board.

Judy Race shared her concerns about the July Board meeting agenda, the new timed agenda, and the Hare Scramble.

IV. Officer Reports

President – Tracey Duty – Committee Chairs are to submit written reports to the Board prior to the meeting. Committee Reports during the meeting will be limited to two minutes for the person reporting, then each Board Member has two minutes to ask questions or make comments.

Vice President – None.

Treasurers – Lori Lancaster and Dawnna Pavelka – The Annual Road Repair Project came in under budget (approximately \$29,000) - the budget is tight this year. **Motion by Dan Burroughs, seconded by Katie Swank to approve the Treasurers' Report.**

Secretary – No report.

V. Committee Reports:

Building Control (Troy Gahm)- a few new building requests were approved – several properties are out of compliance – need member information to make contact with members

Building Maintenance (Tracey Duty) - damage was done to the trash compactor building by a member – seeking payment for the damages – Lancaster Hall's entry door was repainted – Overhead lights in the Office parking lot were repaired – Ken Brown painted fencing around the community.

Campground (Rachel Wheaton)– will coordinate special events in the campground with the Social Committee's events to prevent overlap – bath house will close on November 1 – water is shutoff to the sites

Collections (Dawnna P. and Lori L.) – written report

Communications (Karoline K. and Tracey D.)- written report

Deed Restrictions (Lori Lancaster) – This Ad Hoc Committee was dissolved – see Parliamentary, Bylaws and History Committee Report below

Emergency Preparedness (Tracey Duty) – Katie Warner will now Chair this Ad Hoc Committee
Environment and Zoning (Troy Gahm) – Need to work on enforcement
Forestry – (Dan B. and Dave J.) Timberline has completed the chipping of storm debris at the ballfield
Long-range Planning (Gary Smith)- Tom Roczyki will join the Committee – looking at how to fund the resurfacing of Arapahoe
Minerals/Gas Wells (Dave Johnston)- no report
Lakes, Parks and Safety (Katie Swank) – Dangerous trees in the parks have been removed – volleyball court has been tarped
Parliamentary, Bylaws and History (Cyn Huyghe) – The Board decided to dissolve the Deed Restrictions Committee and turn this work over to an Ad Hoc Bylaw Committee. The Ad Hoc Bylaw Committee will consist of Cyn Huyghe as Chairperson with Patti Brown, Lori Lancaster, Dawnna Pavelka, Tracey Duty, Karoline Kinjorski, and Katie Warner serving as Committee Members.
Personnel (Dawnna P. and Lori L.) will create a form for members to use for confidential complaints about employees
Real Estate (Troy Gahm) – several properties have been sold recently – will look at expanding on the Welcome packet for new Members
Pool (Dave Johnston) – the pool is winterized and shutdown for the season
Roads, Grounds, and Equipment (Dan B. and Dave J.)– Annual Road Project is complete - it came in under budget and extended further down Beechnut than planned – a culvert with rocks was installed for erosion – road was widened – Mahindra tractor is not yet repaired – awaiting on parts from China – will keep the old truck for now to use as a backup and for parts – new truck uses less fuel – No smoking will be allowed in the new truck
Resolution (Troy G. and Karoline K.) – Received an anonymous complaint about storm debris on the side of the road at Turkey Foot and Shiawassee
Security Cameras (Tracey Duty) – The estimate from Cutting Edge was way too expensive at this point – meeting next week with Dave, Gary, Dawnna, and Karoline to go over options
Social Committee (Patti Brown) – Budget conscious
Technology/Newsletter (Dawnna Pavelka.) – March newsletter – start sending in articles as you think about them – working on creating a new email account for the administration of the shared drive for Board Members
Webmaster (Katie Warner)– No report

VI. Unfinished Business

A. Part-time Seasonal Assistant Roads Caretaker

Motion by Lori Lancaster, seconded by Dan Burroughs to hire Andy Janssen as a Part-Time Seasonal Assistant Roads Caretaker for the 2025-2026 Winter Season at \$21 per hour. Motion passed, 13-1 (Tracey Duty voted no).

Note: The following item was moved up on the agenda to accommodate a guest speaker on New Business Item I. Hare Scramble. After the speaker made his presentation, we resumed the agenda order for the remainder of the meeting. Ultimately, this agenda item was tabled with other remaining agenda items until a Special Meeting on November 3 at 6:30 p.m. in Lancaster Hall.

Dan Stephens, Representative from District 14 of the American Motorcycle Association attended via Zoom to present a proposed Hare Scramble (dirt bike race) and answer Board Members' questions.

Hare Scramble – off-road closed loop circuit race on a 7-10 mile course – One-day race event on a Sunday – racing will occur from approximately 8:00 a.m. – 3:30 p.m. – Race #1 4-8 year-olds (30-40 riders)- Race #2 65cc-85cc kids race 8-13 year-olds (30-40 riders) – Adult Races Classes C, AA, and Pro (100-150 riders per race – Options for fundraising- Option #1 LAPOA serves as the promoter (assuming all responsibility, liability, and work) we could earn approximately between \$15,000- \$30,000 after expenses – Option #2

LAPOA – leases our property to a promoter (no work or responsibility) we could earn up to approximately \$5,000

Note: We resumed the original agenda item order

VII. NEW BUSINESS:

A. Number of Board Members

Motion by Katie Warner, seconded by Cyn Huyghe to make the following change to Bylaws Article VII – THE MANAGEMENT Section 2. The Board of Directors shall be made up of thirteen (13) members of the Association in good standing. Their term of office will be for three years, and they shall be elected in staggering terms as follows: four (4) elected in 2026, four (4) elected in 2027, five (5) elected in 2028, and follow this order in succeeding years. Their term of office shall expire at the conclusion of the annual membership meeting of the corresponding year. Motion failed, 7-7 (Gary Smith, Cindy Smith, Dan Burroughs, Rachel Wheaton, Lori Lancaster, Dawanna Pavelka, and Dave Johnston voted no). Note: this Bylaw change required a 2/3 majority (10 votes).

Motion by Katie Warner, seconded by Cyn Huyghe to make the following change to Bylaws Article VII – THE MANAGEMENT Section 2. The Board of Directors shall be made up of fifteen (15) members of the Association in good standing. Their term of office will be for three years, and they shall be elected in staggering terms as follows: six (6) elected in 2026, four (4) in 2027, five (5) elected in 2028, and follow in this order in succeeding years. Their term of office shall expire at the conclusion of the annual membership meeting of the corresponding year. Motion passed, 11-3 (Troy Gahm, Tracey Duty, and Dave Johnston voted no). Note: this Bylaw change required a 2/3 majority (10 votes).

B. Annual Membership Meeting Accessibility

Motion by Katie Warner, seconded by Cyn Huyghe to add the following to the Bylaws: ARTICLE VI – MEMBERSHIP MEETINGS Section 2. The following provisions apply to notice and conduct of the annual meeting: h. The use of Zoom or other electronic communication platforms are allowed as a formal means of participation in the annual meeting (not to include voting). Motion passed, 13-1 (Katie Swank voted no). Note: this Bylaw change required a 2/3 majority (10 votes).

C. Voting Procedure

Motion by Katie Warner, seconded by Cyn Huyghe to allow (for the 2026 Annual Membership Meeting) all proposed amendments to the Association's Bylaws – excluding any motions involving special assessments, first assessments, second assessments, or any other monetary changes- to be voted on using the existing written ballot procedures outlined in Sections 3 and 5 of the current Bylaws. Motion failed, 7-7 (Katie Swank, Gary Smith, Cindy Smith, Dan Burroughs, Rachel Wheaton, Lori Lancaster, and Dawanna Pavelka voted no). Note: this Bylaw change required a 2/3 majority (10 votes).

It was decided that the meeting had a hard stop at Noon. The remaining agenda items will be tabled until a Special Meeting on November 3 at 6:30 p.m. in Lancaster Hall.

Second Open Floor:

Ron Race, Sr. shared that the brush hog is now being stored in the old barn, tarping of sand piles doesn't work, and he obtained the corn stalks requested.

Adjournment

Motion by Tracey Duty, seconded by Karoline Kinjorski to adjourn the meeting. Motion passed, 14-0.

Respectfully Submitted

Cyn Huyghe

LAPOA Secretary