

**Minutes of the Lake Arrowhead Property Owners Association
Board of Directors Special Meeting
September 22, 2025**

Call to Order: Meeting was called to order by President Tracey Duty at 7:00 p.m. in Lancaster Hall.

Attendance: Present: Tracey Duty, Dave Johnston, Cyn Huyghe, Lori Lancaster, Dawonna Pavelka (via phone), Katie Warner, Patti Brown, Dan Burroughs, Gary Smith, Katie Swank, Cindy Smith, Rachel Weathon, Troy Gahm, and Karoline Kinjorski (via Zoom).

President Tracey Duty announced that going forward the Board Agenda will be a timed. The Board Member introducing an agenda item will have 2 minutes to present their item. The remaining Board Members that wish to be heard, will then have 2 minutes to share their comments. Once all Board Members have been heard, the President will call for a motion or end the discussion.

First Announcements/Open Floor

Judy Race – shared her concerns about the Annual Meeting Date, selective treatment of employees, and the status of the Emergency Response Plan and generator purchase.

Annie Bixby – thanked the Board for considering separate surveys for Annual and Daily campers.

V. Unfinished Business

A. Annual Meeting Date

Motion by Dawonna Pavelka, seconded by Lori Lancaster, to reconsider the Annual Membership Meeting Date Bylaw Change (unanimously voted on at the July 1 Board Meeting) and move the 2026 Annual Membership Meeting date back to the first weekend in July (July 4, 2026 for 2026) and to place on the July 2026 Annual Membership meeting agenda, a motion to amend Bylaw Article VI Membership Meetings Section 1. Motion failed, 8-6 (Tracey Duty, Cyn Huyghe, Katie Warner, Patti Brown, Troy Gahm and Karoline Kinjorski voted no). Note: this vote requires a 2/3 majority (10 votes) of the Board Members present, as it is a Bylaw change.

B. Campground Survey

Motion by Troy Gahm, seconded by Katie Warner, to approve the creation of a Campground Survey in coordination with the Resolution Committee, Campground Chair, and Campground Caretaker. Motion passed, 14-0.

C. Release of Member Information

Motion by Dawonna Pavelka, seconded by Lori Lancaster, to approve the creation of an Authorization for Release of Information form. Motion passed, 14-0.

Motion by Cyn Huyghe, Katie Warner, to allow Board Member access (for Association business purposes only) to Membership Contact Information available on a confidential shared drive. Any abuse of this information will be considered a breach of the Code of Conduct and subject to Board Member expulsion from the Board. Motion passed, 14-0.

D. Issuance of Credit/Debit Cards

The Board agreed that best practice is to have the only Credit/Debit Card remain in the possession of the Accounting Agent.

Second Announcements / Open Floor –

Gary Thurston – shared his concern that the Campground Survey be sent out to all campers both Annual and Daily.

Judy Race – shared that surveys have been done in the past and are on file in the office -postage cost is a concern.

Adjournment:

At 8:35 p.m. **Motion by Tracey Duty, seconded by Cyn Huyghe, to adjourn. Motion passed 14-0.**

Respectfully Submitted

Cyn Huyghe

LAPOA Secretary