

Minutes of the Lake Arrowhead Property Owners Association

Board of Directors Meeting December 13, 2025

Call to Order: Meeting was called to order by President Tracey Duty at 8:03 a.m. in Lancaster Hall.

Attendance: Present: Tracey Duty (left at 9:33 a.m.), Dave Johnston, Cyn Huyghe, Lori Lancaster, Dawna Pavelka, Katie Warner, Patti Brown, Dan Burroughs, Katie Swank, Karoline Kinjorski, Troy Gahm, Rachel Wheaton, and Gary Smith and Cindy Smith (joined via Zoom at 8:30 a.m.).

Approval of Meeting Minutes: Motion by Cyn Huyghe, seconded by Tracey Duty, to approve the November 3, 2025 Board Meeting Minutes. Motion passed, 12-0.

First Announcements/Open Floor

None.

IV. Officer Reports

President – Tracey Duty – Our Mailperson has requested that if you are expecting an oversized package, you leave a sticky note with your phone number inside your mailbox, so she can alert you when you package has arrived. Suggested exploring redistribution of Board Member duties. – New internal Board process- “Parking lot” document will be developed for noting outstanding items

Vice President – None.

Treasurers – Lori Lancaster and Dawna Pavelka – Budget is tight- Need to watch spending for the remainder of the fiscal year.

Secretary – No report.

V. Committee Reports:

Building Control (Troy Gahm) – working with a few members to remove unsightly items left outside of their homes – involving County officials as needed

Building Maintenance (Tracey Duty) - the Maintenance Building overhang collapsed – insurance claim in process – debris has been removed - insurance adjuster wants the snow pile up against the building removed – ice stops need to be installed on the Maintenance Building roof - stay away - falling ice danger – please report any building maintenance items that need to be addressed

Campground (Rachel Wheaton)– water shutoff dates have been updated on the website

Collections (Dawna P. and Lori L.) – Currently 25 members owe over \$1,000 in dues

Communications (Karoline K. and Tracey D.) – Facebook advertising of private businesses is limited to once a month – working on consolidating the comment section – revisiting allowing access to family members of property owners

Emergency Preparedness (Kaie Warner) – Requested a list of equipment owned by the Association

Environment and Zoning (Troy Gahm) – Working on enforcing yard debris and signs

Forestry – (Dan B. and Dave J.) Martell Forestry is suggesting that we pause for a year until lumber prices go up and we can find a company that will take the entire tree, as opposed to leaving the top section on the ground as a fire hazard.

Long-Planning (Gary Smith) - Received a proposal from a company to update our plan – there is no need as the known priority is the repaving of Arapahoe. Working on a proposal to fund the resurfacing of Arapahoe

Minerals/Gas Wells (Dave Johnston) - Current seller price is \$4.10 per unit – Great Lakes Energy was contacted to explore their interest in expanding the current gas line – members should contact them individually if interested

Lakes, Parks and Safety (Katie Swank) – The dangerous Birch tree in Anita’s Park is still on Great Lakes Energy’s removal list – Hare Scramble proposal can move forward per the attorney, as it utilizes common ground not within the subdivisions; cautions about liability – presentation at the February 14 Board Meeting

The Board recessed from 9:33 to 9:35 when President Tracey Duty left and Vice President Dave Johnston took over running the meeting.

Parliamentary, Bylaws and History (Cyn Huyghe) – The Ad Hoc Bylaw Committee has been meeting weekly to update the Current Deed Restrictions written in the 1960s and bring them up to current Community needs. Due to Member concerns, there is a temporary pause on the approval of building permits on stand-alone garage (pole barn) lots.

Personnel (Dawna P. and Lori L.) – Revised employee job descriptions and handbook will be added to the shared Board drive.

Pool (Dave Johnston) – no report.

Real Estate (Troy Gahm) – Compiling a list of properties for sale – proposes the Board consider buying lots back from delinquent owners

Pool (Dave Johnston) – the pool is winterized and shutdown for the season

Roads, Grounds, and Equipment (Dan B. and Dave J.) – The tractor that is used to clear the snow from the mailbox house and intersections, is broken – our seasonal employee has been using his own truck to perform this task – need to decide on the amount to pay him and devise a backup plan for the future – **Motion by Katie Warner, seconded by Lori Lancaster to pay our part-time seasonal employee \$65 per hour (when using his personal truck to plow snow while our equipment is inoperable) in addition to his hourly wage. Additional motion to advertise to the Membership that we are looking for backup snowplow contractors as needed at \$65 per hour. A list will be developed. Motion passed, 13-0.**

Security Cameras (Tracey Duty) – No report.

Social Committee (Patti Brown) – Planning a Chili Cookoff for February 21st.

Technology/Newsletter (Dawna Pavelka.) – March newsletter articles are due by February 20

Webmaster (Katie Warner) – Let Katie know if you have updates to the website

VI. Unfinished Business

A. Annual Membership Meeting Early Voting

Motion by Katie Warner, seconded by Lori Lancaster, to allow all proposed amendments to the Association Bylaws (excluding any amendments involving special assessments, first assessments, second assessments or any other monetary changes) to be voted on using the existing written ballot procedure outlined in Sections 3 and 5 of the current Bylaws. Additionally, for the Annual Membership Meeting scheduled for July 11, 2026, Members will have three voting options: Mail-in or Drop-off Ballots, In-person Early Voting, and In-person Voting. Motion passed, 13-0.

B. Annual Picnic – The Social Committee will determine the date and time of the Annual Picnic. It was suggested that it be moved to an evening event, as we have a member that has offered his band to perform for free.

C. Security Camera Upgrades and Repairs – Dawna Pavelka reviewed the estimate from Cutting Edge – more information will be requested.

VII. New Business

None.

VII. Second Open Floor

Tom Rozycki shared his concerns about: the maintenance building overhang failure, engineer’s report on the roads, stand-alone pole barn lots, defining allowable businesses, ramp for loading the truck, employees using their own equipment, board ethics zero tolerance policy, and security cameras.

Ron Race, Sr. shared his concerns about security cameras, and the Deed Restrictions update.

Adjournment

Motion by Cyn Huyghe, seconded by Katie Warner to adjourn the meeting. Motion passed, 13-0. The meeting adjourned at 11:45 a.m.

Respectfully Submitted

Cyn Huyghe

LAPOA Secretary