

**Minutes of the Lake Arrowhead Property Owners Association
Board of Directors Meeting
May 9, 2026**

Call to Order: Meeting was called to order by President Dave Johnston at 8:07 a.m. in Lancaster Hall.

Attendance: Present: Dave Johnston, Dan Burroughs, Cyn Huyghe, Dawnna Pavelka, Lori Lancaster, Katie Warner, Patti Brown, Lori Lancaster, Cindy Smith, Rachel Wheaton, Karoline Kinjorski, Troy Gahm, and Katie Swank (left at 9:35 a.m.). Absent: Gary Smith.

Approval of Meeting Minutes: Motion by Katie Warner, seconded by Tom Roczyki to approve the December 29, 2025 Special Meeting Minutes and the February 14, 2026 Board Meeting Minutes. Motion passed, 13-0.

Open Floor

Ron Race, Sr. commented that employees can attend meetings at the Board's request and asked for direction of where to locate a refuse pile.

Officer Reports:

President (Dave Johnston) Making progress now that Spring is finally here.

Vice President (Dan Burroughs) No report

Treasurers – (Dawnna Pavelka and Lori Lancaster) Reviewed the Treasurers' report – Generator purchase was added to Ice Storm Recovery expense

Secretary – There are 11 nominees for 5 or 6 seats on the Board of Directors – Bylaw Changes and the Hare Scramble will also be on the mail-in ballot – Ballots will also be available at check-in at the Annual Membership Meeting on July 11 – Lori Lancaster will also be available on July 4 from 1:00 p.m. – 6:00 p.m. in Lancaster Hall to collect ballots

Committee Reports:

Building Control (Troy Gahm) New builds are going well – a few garage repairs – developing building information and question submission pages for the website

Building Maintenance (Dave Johnston) Maintenance Building overhang bid is \$4,500 – **Motion by Cyn Huyghe, supported by Dan Burroughs to approve up to \$5,000 to repair the front façade of Lancaster Hall per the approved design. Funding to come from the remainder of the insurance claim for the Maintenance Barn and the Building Maintenance fund. Motion carried, 13-0.**

Motion by Tom Roczyki, seconded by Dan Burroughs, to collaboratively approve (through electronic majority vote) the scope of work and design for the front façade of Lancaster Hall. Motion passed, 13-0.

Campground (Rachel Wheaton) Bathhouse replacement doors – will look into returning the steel doors and purchasing aluminum door instead

Collections (Dawnna P. and Lori L.) Have had some success – payment plans set up- \$38,000 in Bad Debt written off

Communications (Karoline Kinjorski) Developed Rules and Regulations for our Facebook page

Deed Restrictions (Cyn Huyghe) Committee work almost complete – the proposed language along with explanation will be on the website shortly for Members to review– there will be a Special Meeting held on June 1 at 6:30 pm. In Lancaster and via Zoom - Members can make comments at the Special Meeting prior to the Board Vote or email them to the board@lapoa.com in advance of the meeting. Member questions should be emailed to the Board in advance of the meeting, so they can be answered.

Emergency Preparedness (Katie Warner) An Emergency Preparedness Guide will be added to the Board shared drive – Generator was purchased and electric hookups have been installed at Lancaster Hall and the Maintenance Barn

Environment and Zoning (Troy Gahm) Transparency on website and Facebook

Forestry Plan Update (Dan Burroughs) Waiting until fall to make a decision on harvesting
Long Range Planning (Gary Smith) No report
Minerals / Gas Wells (Dave Johnston) Gas at \$2.75
Parks, Lakes, Safety (Katie Swank) No report
Parliamentary, Bylaws, and History (Cyn Huyghe) Look for Bylaw Changes on the Ballot
Personnel (Dawna P. and Lori L.) New timesheets- Chairs to submit by the 15th of the month – new office hours
Pool (Dave Johnston) Pool cover will come off May 14
Real Estate – Slow first quarter – New Homeowner packet on website and emailed – QR code to packet emailed to Realtors
Roads, Grounds, and Equipment (Dan B. and Dave J.) Record snowfall over 200 inches – Rain storm washouts – Tractor front end bearings \$9,200 – Brine cos \$12,432 per application – will brine once before the 4th of July weekend – need to enforce no parking on the roads especially in the winter – work with an engineering firm to develop a plan for Arapahoe **Motion by Dave Johnston, seconded by Katie Warner to sell the 1993 Navistar International 4700 truck with plow, belly blade, and sander. Motion passed, 12-0.**
Resolution (Troy Gahm) Developing outreach to the community
Security Cameras (Tom Roczyki) See Security Cameras Upgrades and Repairs item below
Social (Patti Brown) Straw bales will be removed from Anita's park
Technology/Newsletter (Dawna Pavelka) Newsletter articles are due by May 13 – Server and backup in the office are not working properly – Cutting Edge will service
Webmaster (Katie Warner) If you see errors on the website, let Katie know – looking into a new members only sign-in website

Unfinished Business

- A. Results of the Boat Mooring Post Lottery
There were four applications for the three Boat Mooring Posts and a lottery was held. Victoria Moore, Joe Manus and David Schober won the three posts.
- B. Emergency Preparedness Funds
Motion by Katie Warner, seconded by Lori Lancaster, that beginning with February 28, 2027, 10% of the annual gas well and forestry income will be transferred to the Emergency Preparedness Fund until the fund reaches \$30,000. If the Emergency Preparedness Fund should ever be dissolved, the remaining funds will be transferred back to the Reserve Fund. A 2/3 majority Board vote is required to spend money from this fund. Motion carried, 12-0.
- C. Committee Reorganization
This item was tabled until the August Board Meeting.
- D. Campground Survey
A new campground survey will be distributed to this season's campers both annual and daily.
- E. Security Cameras Policy/Procedure
The current policy is being revised.
- F. Security Cameras Upgrades and Repairs
Motion by Tom Roczyki, seconded by Dave Johnston to approve paying \$2,168.07 to Cutting Edge for upgrades and repairs to the security cameras at the campground, maintenance barn, and trash compactor. Motion passed, 12-0.

New Business

- A. Bylaw Change – Allow non-board members to observe ballot counting
**Motion by Karolin, seconded by Troy Gahm to Article V Section 6 f.
f. Mail-in ballots will be opened and counted within twenty-four (24) hours prior to the Annual Membership meeting, and all other ballots will be counted during a meeting recess called for that purpose. The ballots shall be opened and counted by the Secretary and with at least four (4)**

other Board Members. THE COUNTING PROCESS SHALL BE OPEN TO UP TO TWO (2) MEMBERS IN GOOD STANDING TO ATTEND AS OBSERVERS. Motion passed 12-0.

- B. Bylaw Change – Board Meeting Frequency
Motion by Katie Warner, seconded by Cyn Huyghe to
Article VII THE MANAGEMENT

Section 13

b. Regular meetings of the Board shall be scheduled for February, APRIL, May, July, August, SEPTEMBER, October, and December with the specific dates to be established by the Board at their first meeting after the Annual Membership Meeting in July.

h. The President of the Association may permit Board Members to attend up to ~~two (2) meetings~~ FIFTY (50) PERCENT OF THE REGULAR MEETINGS of the Board during a twelve (12) month period by video or other telecommunication conferencing. Such permission shall be obtained from the President prior to any regularly scheduled meeting of the Board. Motion passed, 10-2 (Rachel Wheaton and Dan Burroughs voted no).

- C. Bylaw Change – Purpose of the July Meeting
Motion by Katie Warner, seconded by Karoline Kinjorski
Article VII THE MANAGEMENT
Section 13

b. . . . The July meeting will be held for the purpose of setting meeting dates, ~~assignment of responsibilities~~, appointment of officers and any urgent matters. Motion passed, 12-0.

Electronic Votes takes outside of meetings:

March 10, 2026

Motion by Katie Warner, seconded by Lori Lancaster, to approve the bid from Graham Electric Co., not to exceed \$3,000, to purchase a generator and the necessary hardware for hookups in both Lancaster Hall and the Maintenance Barn, with funds drawn from 803 Building Maintenance. Motion passed, 13-0 (Dan Burroughs did not vote).

March 13, 2026

Motion by Cyn Huyghe, seconded by Katie Warner, to adopt the Lake Arrowhead Property Owners' Association Homeowners' Energy Policy Statement in compliance with the Michigan Homeowners Energy Policy Act. Motion passed, 13-0 (Dan Burroughs did not vote).

Second Open Floor

Ken Crittenden- shared comments about the Deed Restriction, private community, EGLE mienviro portal, prioritizing wants and need, and recommended an excavation company,

Adjournment

The Board meeting adjourned at 12:18 p.m. Motion by Katie Warner, seconded by Tom Roczyki. Motion passed, 13-0.

Respectively Submitted by
Cyn Huyghe, LAPOA Secretary