

**ARROWWOOD IMPROVEMENT ASSOCIATION
BOARD MEETING MINUTES
February 10, 2016**

I. Call Meeting to Order

a. Ms. Fiala called the meeting to order at 7:05 p.m. Audio recording of the meeting was conducted. It was not deemed necessary to review the Rules of Order.

b. Board Members present:

i.	Deb Fiala	Vice President
ii.	Dana Merveldt	Treasurer
iii.	Jeanne Gardner	Secretary
iv.	Lonnie Wheeler	Member-at-Large
v.	Greg Bielanski	Member-at-Large
vi.	Robert Efram	Member-at-Large
vii.	Laurie Efram	Member-at-Large

c. Board Members absent: Craig Rhodine, President, Steve Merveldt, Member-at-Large.

d. AIA Member Attendees: listed in the attendance roster at the end of this set of minutes.

II. Minutes

The minutes from the January 13, 2016 meeting had been emailed to the Board members for their perusal and, therefore, were not read at the meeting. The minutes from the January meeting were unanimously approved, and Mr. Wheeler indicated that they had been posted on the AIA website.

IV. Treasurer's Report

Ms. Merveldt provided the Treasurer's report. She said she had spoken with Mr. Rioth about the lien that needs to be filed on one property. He indicated that AIA does not need to continue to register with or pay dues to DO RA, since we are exempt from CCIOA. She is hoping to find a local CPA to replace the previous one who moved out of the area. The report was unanimously accepted as read, is attached at the end of this set of minutes, and will be available on the AIA website.

V. Committee Reports

a. **Architectural Control Committee.** Mr. Wheeler indicated he had inadvertently missed several emails from homeowners who had ACC requests and questions, and so was behind in responding. He has started working through the backlog and would get it taken care of as soon as possible. Ms. Fiala asked if it were possible to set it up so that board members can get alerts when we get email sent through the website. Mr. Wheeler said that our webmaster had indicated that we could have AIA email forwarded to their personal email accounts.

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b. **Neighborhood Watch/Emergency Evacuation.**

i. Jackie Heyda stated that she had a new volunteer who took on some of the homes that had not been covered by Neighborhood Watch. If one more person would take on the remaining addresses, the whole neighborhood would then be covered. She had sent out information on, and was hoping for a good turnout for, the "Coffee with a Cop" event on February 19 in Monument, and she had also passed on information to the neighborhood from the El Paso County Sheriff's Office.

ii. Ms. Fiala mentioned that Jackie had been asked by a few people in Neighborhood Watch whether they might have access to the email addresses for the people in their area of responsibility in order to pass on important information. After some discussion, it was decided not to give out email addresses without the owners' permission. Ms. Fiala offered to secure the permission of the Neighborhood Watch reps to send out their email addresses to the membership along with a suggestion that, if the members wanted to be included on the email list to receive information, they should notify their Neighborhood Watch rep via email.

VI. OLD BUSINESS

a. **Covenants Review.** Ms. Merveldt indicated that the committee had held one meeting, and offered a correction to the January minutes as to the committee membership. She had asked some questions of the attorney Mr. Rioth, who also provided additional information which would be useful in the process. He suggested that the Board present him with our best effort at a finished product, and then he would go through it to apply his expertise. There should be enough people on the committee to do the work but, if anyone else is interested in participating, they would be more than welcome.

b. **Firewise Community.** Elizabeth Mayo indicated that she would be meeting with John Vincent to discuss the efforts to become a Firewise Community. As part of the process, a representative of the USFS would come out to assess the community, and the a plan would be created. The committee (Steve Merveldt, Elizabeth Mayo and Lonnie Wheeler) planned to meet again on February 24 at Lonnie's house, and anyone who wants to participate is welcome.

VI. NEW BUSINESS

a. **Bi-Monthly AIA Board Meetings.** Ms. Fiala had emailed the Board to get their opinions on meeting every other month, except for when neighborhood business dictates meeting more often. The By-Laws only stipulate that the Board would meet quarterly as a minimum. There is much we can accomplish with email between meetings, and a meeting can always be called if necessity dictates. It was agreed upon to hold the next meeting in April 2016.

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b. **Roads and Grounds.** Mr. Bielanski reported that potholes were going to be a big issue, with the amount of snow and freezing temperatures we are experiencing. He said he would examine the whole neighborhood and address the potholes as soon as we got a good thaw in March. Also, the triennial beetle inspection will be held this year, and Mr. Bielanski asked if we have a similar inspection for fire mitigation. The fire department will do this for individual homeowners for free, but not for the entire neighborhood. There followed some discussion about the pine beetles, mistletoe and the beetle inspection, for which the Association will pay. It was agreed that, even though the infestations continue, the situation is better because of the education of and the actions of the homeowners.

VII. HOME OWNER MEMBER ATTENDEE CONCERNS

There were no issues raised by any attendees.

VIII. CLOSING

There being no further business to come before the Board, the meeting session was adjourned at 7:45 p.m.

**Arrowwood Improvement Association
Treasurer's Report February 2016**

FINANCIAL STATUS:

Current cash on hand: \$19,858.74

Expenditures:	\$	9.99	Yahoo website
		185.00	Websites by Robyn, annual maintenance
		<u>10.00</u>	CO Secretary of State annual registration

\$ 204.99 Total Expenses

Receipts:	\$	100.00	Dues
		<u>.84</u>	Interest Income

\$ 100.84 Total Income

TASKS COMPLETED:

Dues deposits

CO Secretary of State annual registration

Contacted L. Rioth re: lien, DORA registration, covenants questions

Contacted Brian Horner, CPA, re: AIA accounting/taxes

NEW TASKS:

Dues deposits

File lien?

Send invoices to unpaid accounts