

Arrowwood Improvement Association, Inc
Monthly Board Meeting Minutes

Location: [Zoom](#) January 9, 2025

I. President Called To Order at 7:02 P.M.

- a) Board Attendance/Quorum met:
 - Board attendees: Heather Sharp, Lou Johnson, Marcia Wentworth, Lonnie Wheeler, Wayne Mo, Cliff Crozier, Jeff Sposato
 - Unable to attend: Dana Merveldt, Angelo Stambene
 - Guests: Alta Olejnik, Elizabeth Mayo
 - Minutes of November meeting were provided by Dana via email with unanimous approval

II. Treasurer Financial Report

- a) Financial Reports for November and December were provided by Marcia; Detailed reports are posted to web page.
 - The balance for December of \$12,123 did not include attorney charge of \$1,583 leaving a balance at end of year of \$10,594.
- b) Dues of approximately \$2,300 are outstanding.
- c) **New financial business:**
 - Cash-On-Hand is rapidly approaching the Board determined minimum of \$10,000. Board will discuss an increase in annual dues this spring to be effective at the beginning of FY 2026 or September 2025.

III. Committee Reports

- a) **Executive Committee:**
 - Attorney selection: A letter identifying Board concerns of delayed response, lack of action by Mr. Rioth was composed by Dana and Heather and sent to the attorney. The letter also suggested that if Mr. Rioth had higher priority concerns, could he recommend someone inside or outside his firm that may be more available. He provided a terse response with 3 possible names of potential attorneys the AIA Board may use.
 - Dana has requested to step back from full time correspondence with attorneys, specifically to research new options.
 - Lonnie volunteered to contact several options to determine availability, available time and fee schedule. He will provide feedback prior to next meeting.
 - Lou also suggested that he would inquire at the next NEPCO meeting

b) Financial Oversight:

- Possible increase in dues next FY

c) Architectural Control:

- Violation letters ready for sending to 4 known properties to require application for coops/structures in existence. Lonnie requested clarification/board guidance on structure exterior requirements, grace period for response and verification of conformance.
 - i. Structure exterior-Should the coop be painted to match the color of the primary residence as has been required for other structures. The board consensus seemed to be somewhat more lenient. Jeff suggested the owners attempt to make the coop exterior more in “harmony” with the neighborhood surroundings.
 - ii. Grace period for responding with application and plans for the structure; The board agreed to 1 month after mailing the violation notification. If changes to current structure are required by the ACC, an additional grace period may be granted to allow renovations. If no response, fines may be assessed.
 - iii. Conformance verification-A note will be added to the violation letter requesting board notification of project completion with an invitation for inspection. Optionally, a series of photos of the completed project may be acceptable.

d) Neighborhood Watch

- NTR

e) Neighborhood Roads & Grounds

- NTR

f) Firewise/Fire Mitigation

- Chipping guidelines and charges – concerns were discussed regarding some homeowners who believe the HOA should do their chipping without charge.

- i. Lonnie will edit the “Chipping Rules Letter” and review with Steve and Heather and distribute to board for approval. Letter should then be emailed to all homeowners prior to chipping dates for clarification.
- ii. Participation in the chipping event was discussed with concern for safety. Lou recommended that at least 2 experienced persons (or firemen) remain at the input shoot to improve safety of all volunteers.
- iii. The volunteer chipping event will NOT include chipping slash created and placed at road by commercial tree management organizations. Hired enterprises must remove their own slash.
- iv. An increase in charges may be considered for extra-large piles.
- v. Chipping and Mitigation dates will be discussed at the next meeting.

g) NEPCO

- o Lou recapped the December NEPCO meeting, which included a presentation from Holly Williams, El Paso County Commissioner. The next NEPCO meeting is scheduled for 11 January and includes a briefing from the Tri-Lakes Fire Department and the newly formed Tri-Lakes Preservation Inc, a group formed to oppose the proposed Buc-ees at I-25 and County Line Rd. Of great interest to the AIA HOA is the potential requirement to file for the Corporate Transparency Act (CTA). The decision for that requirement has been postponed until 23 March.
- o Lou will attend that meeting and provide notes.

h) Neighborhood Communication

- o Quarter 1 newsletter topics?
 - i. If there are trees under you power lines, complete form on MVEA website and they will respond.

i) Covenant Enforcement

- o The way ahead for 360 E Stirrup Trail is uncertain. The eminent change in legal representation is required to move forward.

IV.Old Business

a) Board topics:

- o Attorney response in lingering business; Will be resolved with selection of new attorney.

V.New Business

a) Board topics:

- Cliff will look into possible “Pay Online” options with WordPress.
- Marcia will investigate details for “Online” payments through Quick Books

VI.Schedule for next meeting & Adjourn

a) Confirm Next Meeting Date:

- 13 February, 7:00 P.M. via ZOOM
 - i. Any Board members who will not attend: No one indicated expected absence.
- Meeting was adjourned at 8:17 P.M.