

ARROWHEAD PROPERTY OWNERS ASSOCIATION  
MINUTES OF MONTHLY MEETING  
JANUARY 14, 2017

Property owners present: 13

Call to order by President Colleen Nicholas: 9:07 AM

Invocation by Ken Nowlin

Roll Call:

Kenny Nowlin	PRESENT
Brenda DeMoulin	PRESENT
Chuck DeMoulin	PRESENT
Bill Dunn	PRESENT
Dana Nicholas	PRESENT
Colleen Nicholas	PRESENT
Amy Cisneros	PRESENT
Lisa Bullock	PRESENT

Minutes read from November meeting and approved 7-0.

Colleen Nicholas began the meeting by introducing Melissa Cox who has volunteered to fill the Board position vacated by George Farrell. Ms. Cox has also been approved by the Nominating Committee to run in the upcoming Board elections. Ms. Cox was approved by the Board 7-0 to fill the position and will take over the vice-president duties.

## COMMITTEE REPORTS

**Ecology** – Ken Nowlin reported that the river and Indian Creek were normal and rainfall was 1.84” for the month and 61.85” for the year. He also reported on the results of the Christmas Decoration Committee. Mr. Speed of 101 Pequot Trail came in first place. Second place went to M&M Rodney Parker of 801 Arrowhead Trail. Each will receive a gift of poinsettias.

**Public Works** – Bill Dunn reported that since Kenny is leaving (maintenance position) and is now training the new part-time employee to take over, to please call the office and Bill will get back to you.

**Building Control** – Chuck DeMoulin reported 2 letters sent to owners regarding abandoned or junked vehicles on the property; 1 letter to owner regarding the accumulation of weeds, vines and undergrowth plus storage of a junked vehicle; 1 building permit granted to owner to replace old home with new manufactured home; second letter sent to owner regarding failure to remove a junked motor vehicle after being requested 30 days prior; warning letter sent to owner regarding the placing of a garage or other out-building on an unattached lot is prohibited according to RC. Chuck reminded members attending of letter policy and RC provision on what can be placed on a single lot.

**Treasurer** – Brenda DeMoulin reported total income thru Dec. of \$94,017.94. Expenses were \$67,637.34. Just for Dec., income was \$1,602.00 and expenses were \$3,440.44. Checking balance is \$26,225.42. Reserve balance is \$95,113.37. 98 people going to collections. Collection agency will attempt to collect. 15 liens in last 2 months. Colleen asked about

clubhouse rentals and Brenda said maybe 4 in next two months. Colleen also asked about Finance Committee work and Brenda said review will begin when all members get together. Brenda also reported that all Bingo money is in and hopefully can be resumed soon. Colleen said that Amy will report on that progress.

**Neighborhood Watch** – Dana Nicholas reported that NW has not had a meeting since 11/22. However, nothing unusual to report. Snow and ice storm on New Year's weekend caused no significant damage or power outages in AB. For the previous 30 days, members reported 42 hours of patrol time. Next meeting will be determined and members informed.

**Legal** – Lisa Bullock reported 4 more liens have begun. Dana asked how many total have been started and Lisa said with these 4 there are 15.

**Park Operations** – Amy Cisneros reported no activities in December but would like to create a set date for monthly activities such as monthly meeting Saturdays for kids' activities with refreshments. We need volunteers to set up Bingo committee to help organize and get it running again. Monthly pot luck dinners are being hosted for February, March and April. We still need someone to host May pot luck before stopping for the summer.

**President's Report** – Colleen Nicholas reported on Restrictive Covenant committee will have a couple of meetings to firm up changes so that they can go out with Feb/Mar newsletter by end of Feb to be voted on by members. Communication Committee met Jan 4. Jan/Feb newsletter will be distributed bet. Jan. 17<sup>th</sup> & 19<sup>th</sup>. Volunteers needed for distribution. \$334 in newsletter advertising collected. Facebook page has 387 followers.

Projector and 2 screens purchased for clubhouse. Screens were only \$99 ea. With projector altogether cost was around \$800.

Food drive collected 164 lbs. of food collected and delivered to Edenton Food Pantry. Roger Coleman, director, posted our collection on their Facebook page (read by Colleen) and thanked AB for efforts. We were one of highest totals in county.

Happy Birthday to Barbara Sutton!

Bandon Chapel has asked us to conduct an audit. Procedures on such a request was reviewed using Bylaws. Audit procedures as outlined are exceeded by Board using monthly as well as quarterly/annual reviews. Article 8, section 10 of Bylaws lays out what is required.

Accountants Gregory & Associates handles monthly compilations. Letter has been sent to Bandon outlining what procedures AB takes in financial audits and explanation of what they can do to review books. In order to review books, Bandon or any member must make the proper arrangements for review and it must be at their expense.

## **NEW BUSINESS**

**Nominating Committee Report** – Barbara Sutton reported that anyone that wanted to submit a resume had until Jan. 3 at 5 pm. On Jan. 5, nominating committee met to review resumes that were submitted. Members attending were chair, Barbara Sutton, Marjory James, Wanda Smith, Shirley Horn and (by phone) Becky Yaeckel. The committee checked to see that all members that submitted resumes were members in good standing as of Jan.3 and all were. The committee will publish the resumes in the Mar/April newsletter. Those seats up for election are Amy Cisneros, Lisa Bullock and seat vacated by George Farrell (now filled by Melissa Cox). 3 resumes were received – Amy, Lisa and Melissa. The committee will meet on Feb. 15 to prepare ballot for the newsletter. The nominating committee adjourned at 10:30.

Brenda made a motion to accept the three nominees for the Board. The motion was seconded and passed 8-0.

Colleen spoke about the budget and reiterated that there are no changes in total amount of budget. She also reminded members of budget presentations on Feb. 9, 11 and March 16 in the clubhouse and is open to all members. Colleen then outlined the current budget for members (with the new projector and screen). Minor changes not affecting the final numbers were recommended by several members.

Brenda made a motion to accept the budget as amended. The motion was seconded and passed 8-0.

Several members in attendance talked about their issues. Available on audio by request.

Bill Robbins gave the closing prayer.

The meeting was adjourned at 10:28 AM.