

MINUTES
ARROWHEAD PARK ASSOCIATION
March 5, 2008

Attendees: Tim Casey, Andrea Gibbons, Barb Gill (via telephone), Dan Klein, Adam Kral, Mark Rasmus and Susan Utterback

Excused: Carl Dettmer, Dale Fallat, Don Feller, Dick Moore and Robbin Syrek

Absent: Greg Bollin and John Jezak

Minutes

It was moved and seconded to approve the February 6, 2008 minutes. Motion carried.

Announcements

Utterback noted the board received a thank you note from Burroughs School.

News from the Park

Mezzmerize is set to open in the next week. The Boulevard Phase I is complete with a Realtors' open house held Feb.28. The city of Maumee removed all ash trees from the Park to control the spread of the ash borer.

Committee Reports

Administrative (Chairwoman Gibbons, Casey, Fallat, Feller, Syrek)

The board approved the application of Kathie Iott for trustee.

Activities (Bollin, Casey, Klein, Gill (golf), Utterback)

March General Membership meeting: Dave Dysard will again return to discuss the Salisbury Road update. Members have offered questions to be answered at the event.

June General Membership meeting: Sue Utterback offered some suggestions for the June meeting including a wine-tasting/grill food at Churchill's, a trade fair or a keynote speaker. Her committee will determine the date and program.

Golf Outing: No report

Education (Chairman Dettmer, Adcock, Bielen, Heintchel, Meyers, Rasmus)

Scholarship: Utterback reported that the letters had been sent to all firms regarding the scholarship awards. The deadline is March 13.

Burroughs School: No report.

Financial (Chairman Syrek, Gibbons, Casey, Feller)

The trustees encouraged the issuance of the two signature checks. Gibbons will order the new checks. The committee will also determine the cost of audits/reviews. It was moved that commencing immediately, all checks required two signatures, that four authorized signers will be

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Gibbons, Casey, Rasmus and Utterback, that the checkbook be in the possession of the current secretary of the organization, that both Syrek and Utterback receive the bank statements, that all financial reporting to the trustees include the bank statements, that an audit be conducted as soon as possible and thereafter there be a bi-annual review with a full audit every fifth year. It was seconded and the motion carried.

Membership (Kral, Moore, Rasmus, Syrek)

The nominating committee recommended the applications of 2B Mobile and eMerge. It was moved and seconded to approve the two applications. Motion carried.

Old Business

Intern: Utterback reported that in response to her inquiry about the duties of the intern, the following requests were submitted: e-mail addresses of all members, recruitment of new members, survey of membership, strategic plan/business plan and golf outing assistance. Kral will contact University of Toledo regarding its intern program. Sue will contact Dale Fallat to determine his company's policy regarding internships.

New Business

None.

There being no further business, the meeting adjourned. The next meeting is scheduled for April 2, 2008, 8:30 a.m. at Tomahawk Development.

Sincerely,

Susan Utterback, secretary