

## Clearbrooke HOA Board Meeting

August 24, 2023 at 2p

Location: Community Building

Attendees: Jim Warner - President, Rick Martens - Vice President, -Russ Batson – Treasurer. Hilary Sporney – Secretary and Dean Anderson - Architectural Committee.

### Business

- Secretary – Minutes available from June meeting. Summer newsletter needs additional input to complete. Request for entries requested.
- Treasurers Report – Receivables for 7/31/23 reported by Treasurer. Outstanding receivables are \$35,124.05. Update on delinquent members – some monies received. 14 properties are delinquent on dues for >2years. Delinquent notices continue to be sent out as normal. We are over budget in legal fees. Discussion continues to find possible solutions and make decisions about how to proceed
- Update on permit paperwork – follow up with Dean. Some submitted projects approved. Several violations discussed and handled.
- Letters for violations – letters will be sent out as needed.
- Election letter – 3 positions will be available. 4 applications have been received to date.
- Russ is setting up to provide a 2024 budget. The Board discussed dues. There has been no increase since 2010. It will be important to ensure every property pays their dues on time as required as costs are increasing. Discussion ongoing.
- Weeds at the entrances need better upkeep. There has been some help from owners but it needs more upkeep.
- The Board is looking into requirements for culvert maintenance. Some properties regularly overflow into the road which is causing degradation of the tarmac and will require replacement sooner than areas without the problem.
- Follow up on pond maintenance – Tributaries will be asked to do more to ensure appropriate maintenance.

• Checks for	
Delmarva Power	\$1499.99
Traceys Lawn Service	\$740
Hopkins Tax accounting	\$835
Sherman	\$95.87
Comcast	\$458.27
Fox/Rothschild	\$237.50

Meeting adjourned at 3.00p

Respectfully submitted, Hilary Sporney - Secretary