

Clearbrooke HOA Board Meeting

November 16, 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. Guest: Mike McDermott

Business

- Secretary – Minutes previously sent to Board members. No changes. a last community letter from the current board will be sent out after the Christmas decorating contest. New board member Mike McDermott was welcomed .
- Treasurers Report – Receivables for 10/31/23 reported by Treasurer. Outstanding receivables are \$104,720.51. Road repairs cost is not yet added to the financial report. Update on delinquent members – continuing to pursue options to obtain delinquent dues. A few homeowners are in arrears for several years. Delinquent notices continue to be sent out as normal. We are over budget in legal fees partially due to delinquency issues. Liens have been placed on 3 properties and in the court process and discussion continues to find possible solutions.
- Update on permit paperwork – Dean is following up as needed. Some submitted projects approved. Several violations discussed and handled.
- Letters for violations – letters sent out as needed.
- The holiday decorating contest will take place by the 15th December. There will be signs posted with the winners.
- Discussion continues on 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. Discussion continues
- Follow up on pond maintenance – Tributaries to follow up with appropriate maintenance. The drain broken near Valley Run pond is being addressed.
- New signage will be placed where needed in the development. Holes will be drilled where necessary to accommodate the new signage.
- Arrangements for the new Board to go to the bank to approve access in process for December.
- R & L approved for snow removal services.

• Checks for	
Delmarva Power	\$1682.80
Sherman	\$95.87
Straight Line	\$2250
Tributaries	\$28.78
Delmarva Paving	\$42,735
Hopkins Tax Accounting	\$1465
Fox Rothchild	\$7821.42
Nationwide	\$2129
Tracy Murray Lawn	\$1295
US Postal Service	\$194

Meeting adjourned at 3.00p December meeting 12/14/23 at 7p

Respectfully submitted, Hilary Sporney - Secretary