

## Pembroke Homeowners Association Board of Directors Minutes August 15, 2025, 10:00 a.m. | Virtual Meeting (email bod@pembrokehoa.org for details if planning to attend)

### Attendees:

Present	Name	Title
X	Lewis Collier	HOA BOD - President
X	Jonathan Friscia	HOA BOD – Vice President
	Daniel Wadsworth	HOA BOD – Treasurer
	Vacant	HOA BOD – Secretary
X	Richard Ibanez	HOA BOD – ARC Chairman
	Tyler Duncan	HOA BOD- Member at Large
	Sarah Fallin	HOA BOD- Member at Large
		Homeowner
		Homeowner

**Call to Order:** Lewis called the meeting to order at 10:03

**Motion to Approve / Deny the Agenda:** TD moves, JF seconded, motion unanimously.

### Secretary's Report:

- July minutes. RI motioned, JF seconded. Motion unanimously.
- All 2023-2025 meeting minutes now on website, only most recent agenda per last meeting decision.
- Recorded email vote to approve expense of \$3565.00 for pond repairs.

### Treasurer Report:

- It is board policy to review the reconciled financial statements for the HOA.
- Vote to approve 2026 budget, no dues increase. JF motion, RI second, Motion passed unanimously.
- Treasurer's report pushed to Sept

### ARC Chair Report:

Couple of RV parking requests, fence requests, shed request, patio requests.

### General Items:

- Open Board member positions – Secretary movement, potential new member at large
- Landscaping: Follow up on drainage issues on the new houses with backyards bordering Willows Road. Raise issue to DR Horton. NTR,

- Street lights: Board held working session, no action needed at this time.
- Crime concerns: Updates/follow ups.
  - i. R. Ibanez to contact sheriff's office for patrols and/or paying for off duty officer potential
    - 1. We need to call Sheriff's office directly. JF said he'll call in late September.
- Ponds
  - i. Working session held to discuss inspection report and finances of repairs. *Email vote held on 6 August 4 in favor, and 2 absent to approve expenditure for pond repairs.* However, the estimate for these repairs did not include work on Jillian Grace and Middlegate
    - 1. Work start date
    - 2. Follow up on additional work
- Entrance lights at the front of neighborhood
  - i. GFI keeps tripping
- Annual meeting planning
  - i. Working session held, save the date sent out via Facebook. Will be held at Naval Air Museum with details sent via mailchimp to homeowners. October 25 at 10:00 a.m.
- **Additional Items for Discussion**
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)

**Next Meeting Date & Location:** 10:00 am 20 September, 2025; Virtual

**Motion to Adjourn** – JF moves, TD seconded, meeting adjourned at 10:47