

BOD Meeting 3/18/15

Called to order 1905. Present are Ron, John, Sonal, Chris, Nick. Patrick is out of town.

- Facebook. Do we shut it down to have only official business posted? Ron/Sonal: might be a good idea. Nick: Keep it but enforce the rules. Decision: Keep it but publicize the rules, boot people who are insolent.
- Chris to provide resident list.
- Sonal needs Google Drive access, Create an "At Large" account w/Dave. Action to Nick
- Ron: advertise on FB, website, and provide updated welcome sheet to KHov for new members.
- Pembroke website: Nick talk to David to see about having control of calendar on website. Website needs to be updated.
- Sonal: what duties for at-large member? Ron: Maintenance, outreach.
- Sonal: Where are we on the mailbox issue with Colby? Dead stop. Ron: PO rejected moving the mailboxes for reasons unknown. Next action: Go back to the PO and talk to the new postmaster (Sonal).
- Ponds: need to make sure we have legal coverage free of CMI (parlatt) when ponds get turned over. Also need to arrange inspectors independent of the county for the ponds. Sonal will talk to the county regarding pond maintenance.
- Bus stops: Can we paint last 10 feet of the curb yellow to keep parkers right up at the corner? Long term plan would be to use area where CMI trailer is for permanent bus stop. Sonal to contact county about yellow curb paint.
- Ron: Need to develop committees... Best yard, community events. How do we get people to volunteer? Chris: Drawing for free dues or Lowes gift cards?
- Assigned duties for officers:
 - o President
 - Interface with developer and builder
 - Outreach with Phase I
 - Coordinate community events
 - o VP
 - Set up BOD meetings
 - Mass emails (mail chimp)
 - Public affairs
 - Check mailbox
 - Newsletter
 - o Treasurer
 - Yearly dues assessments
 - Monthly statement reconciliation
 - Collections
 - Liaise with lawyer for liens
 - Team with secretary for mass mailings of the bills
 - Homeowner/occupant database

- Pay bills
 - Check mailbox
- Secretary
 - Meeting minutes
 - Website maintenance
 - Mass mailings
 - Record of violations
 - Facebook admin
 - Interface with website admin (David Smith)
- At-Large
 - Maintenance
 - County outreach
 - Community outreach
- Advertisers in the newsletter? Board says yes. Explore local business owners' interest. Nominal fee? Chris to take for action.
- Lawyer... Chris: John Slade is possible lawyer. Affiliated with CMI? He is ready to talk to the group. Need to hold a special session of BOD to interview lawyer.
- 29 March meeting, film it and put it on youtube.
- Nick and Chris send out mailers.
- Newsletter facts: HOA Management Company? Yes/No. If management company is voted in, dues will increase per household \$30. This will be the proposition in the mailer.
- Close the neighborhood? Unanimous yes from the BOD.
- Violation patrol: Saturday 21 March 1000. John, Nick, Ron to participate.

Meeting adjourned at 2045