

Pembroke Home Owners Association

APPROVED

Regular Board Meeting Minutes

April 17, 2017 | Lexington Park Library

1. CALL TO ORDER

The meeting was called to order by the President, at 6:00 p.m. A quorum of directors was established.

Directors present:

Patrick MacRae	President
Sarah Peddicord	Vice President
Karen MacRae	Secretary
Chris Steingrube	Treasurer

Absent:

Paul Mills	ARC Chair
John Carmonne	Member at Large

President's Remarks:

Is there anything that someone needs to add to the agenda?

Motion by Sarah Peddicord, VP to accept the agenda presented. seconded by Chris Steingrube, Treasurer. Motion passed unanimously.

2. SECRETARY'S REPORT

Secretary, Karen MacRae presented the minutes from the April 17, 2017 Board of Directors meeting.

Treasurer, Chris Steingrube made a motion to approve the Secretary's Report. Vice President Sarah Peddicord seconded the motion, Discussion followed. Secretary's report approved

3. TREASURER'S REPORT

The financial report dated April 17, 2017 was presented by Treasurer, Chris Steingrube.

The chair will entertain a motion to approve the Treasurer's Report. Motion made by Member at Large, Cam Ferguson to approve the Treasurers' Report, seconded by Secretary, Karen MacRae

A discussion was held.

All those in favor of accepting the treasurer's report say Aye. Motion passed unanimously.

4. COMMITTEE REPORTS

SOCIAL COMMITTEE

Discussion was held about the community yard sale.

Easter egg hunt was a success we had 4 times the amount that we had the previous year.

UNRESOLVED BUSINESS

BULLETIN BOARD POLICY

Treasurer, Christ Steingrube made a motion to approve the Bulletin Board Policy, seconded by Vice President, Sarah Peddicord.

A discussion was held.

The motion was amended by Treasurer, Chris Steingrube to add the words "Anonymous Posts will be removed without notice" Secretary, Karen MacRae, Seconded the motion. Motion carries.

INTEREST RATE RESOLUTION

Motion was made by Secretary, Karen MacRae to approve the Interest Rate Resolution, Motion seconded by Treasurer, Chris Steingrube.

A discussion was held.

Motion passed.

COLLECTION POLICY RESOLUTION

Motion was made to waive the reading of the Policy by Vice President, Sarah Peddicord, motion seconded by: Treasurer, Chris Steingrube. Motion carries.

Secretary, Karen MacRae, made a motion to approve the Collection Policy Resolution, Motion seconded by Treasurer, Chris Steingrube.

A discussion was held. Motion carries.

HOW TO PAY IN ADVANCE FOR STORAGE (ALREADY PAID)

5. NEW BUSINESS

6. Discussions

Pond Update:

Discussion was held on the Pond Updates

The State inspector came out and did a walk through with the lawn company. (Not a re-inspection) There are several issues that need to be handled. Awaiting prices on repairs.

Installation of Bulletin Boards and Locations

A motion was made by Secretary, Karen MacRae to install the bulletin boards and put the double sided bulletin board at the mailboxes at Colby and Shelton and save the other single sided bulletin board for the new area. Motion Seconded by Treasurer, Chris Steingrube.

A discussion was held.

Motion carries.

SYNC.Com

No one is using. Please start using.

Conservation Area

A discussion was held about the status of the conservation area (the area on the right as you come into the neighborhood).

Illegal Fence

The president wrote a letter to the owner of the property. The letter will be mailed in the next week certified to the owner of record. Motion made by Secretary to send a certified letter to the owner of record, seconded by Treasurer, Chris Steingrube. Motion carries.

ARC Checklist for drive through's this summer (tabled)

7. President's Remarks

8. Open Forum

Reserve study Senate Bill passed. For next year's budget we need to budget \$6,000 for the study it has to be done by October 1, 2018 and then done every three years.

9. Items of interest to the board.

HOA Convention at the end of the year with all of the local HOA boards. Do we want to coordinate this?

NEXT MEETING

The next regular board meeting The Pembroke Home Owners Association will be on May 8, 2017 at 6:00 p.m.

10. ADJOURN

Treasurer, Chris Steingrube made at motion to adjourn at 7:50 pm, Cam Ferguson Member at large seconded. Motion carried.

Karen MacRae

Approved: Karen MacRae, Secretary
Pembroke Homeowners Association

15 March working meeting

1. Easter status/progress & Discussion
2. Newsletter Status/progress & Discussion Due to Secretary by 10PM 20 March
3. Pond Maintenance Discussion.
4. Installation of new Message boards and Rock wall discussion
5. Discussion to Pay invoice for pond erosion control (\$ from reserve)
6. Discussion to pay for clean out and repair of ponds (\$from reserve)
7. Discussion for Lawn contract should have an amendment added. (Karen)
8. As per CCR's we need to inform title companies when owner sent to collections
9. Discussion was held for next year's assessments needs to include fee's if paying using Pay Pal or Credit Card
10. Discussion was held regarding late fee's and interest increase
11. Discussion was held on illegal fence
12. Discussion was held on the cost and the signs needed for the ponds to get into compliance with the State's mandates. We also need to purchase a sign for the tot lot
13. Discussion was held on a budget amendment.

Email Votes

On March 24th, a motion was made via email by the Secretary, Karen MacRae to approve the budget amendment.

The treasurer, Chris Steingrube seconded it, 4 yes votes 1 non response.