

Pembroke Home Owners Association

Regular Board Meeting Minutes

July 19, 2017 | Lexington Park Library

1. **CALL TO ORDER**

The meeting was called to order by the President, at 6:05 p.m. A quorum of directors was established.

Directors present:

Patrick MacRae	President
Karen MacRae	Secretary
Chris Steingrube	Treasurer
Paul Mills	ARC Chair
Sarah Peddicord	Vice President – Late Arrival

Absent:

Cam Ferguson – Member at large
John Carmonne – Member at large

President’s Remarks:

Is there anything that someone needs to add to the agenda? None

Motion by Paul Mills, Arc Chairman to accept the agenda as presented. seconded by Chris Steingrube, Treasurer. Motion passed unanimously.

2. **SECRETARY’S REPORT**

Secretary, Karen MacRae presented the minutes from the June Board of Directors meeting.

Chris Steingrube, Treasurer made a motion to approve the Secretary’s Report. ARC Chairman Paul Mills, seconded the motion. Motion passed unanimously Secretary’s report approved

3. **TREASURER’S REPORT**

The financial report was presented by Treasurer, Chris Steingrube.

The chair will entertain a motion to approve the Treasurer's Report. Motion made by Secretary, Karen MacRae to approve the Treasurers' Report, seconded by ARC Chairman, Paul Mills.

A discussion was held.

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

4. COMMITTEE REPORTS

SOCIAL COMMITTEE

SUMMER SOCIAL – Recommend we cancel

Motion by Chris Steingrube to cancel the summer social. A discussion was held.

Motion amended by Chris Steingrube, Treasurer, I move we cancel any outflow of cash on the summer social. If we can still have it without spending any money. Motion seconded by Karen MacRae, Secretary. Motion passed.

UNRESOLVED BUSINESS

5. NEW BUSINESS

6. Discussions

Financial Discussion – A homeowner claims he did not know there was an HOA. The homeowner has been advised to work with the collection agency.

Reserve Study Proposals – A discussion was held.

Police for Halloween

A discussion was held. The secretary will email the contact information to the Social Committee

Maps of what we own and what is going to be turned over to the HOA

A discussion was held. The Secretary will email a pdf version to all board members.

Update on illegal fence

Nothing has changed. The case has been filed. A discussion was held.

Fines

A discussion was held. Motion by Chris Steingrube, Treasurer to fine the homeowner. Motion seconded by Karen MacRae, Secretary. A discussion was held. Motion passed.

Parking on Lawn

Homeowner responded to the first notice of infraction he received. He did not give a deadline when he will find a solution to the issue. A discussion was held. Motion by Chris Steingrube to fine the homeowner, Seconded by Paul Mills, ARC Chairman. Motion passed.

7. President's Remarks

Annual Meeting is scheduled for October 21st from 1:00 – 3:00. Proxies need to be made available. We will place them on the website like we did last year. We will prepare for the annual meeting at the September board meeting. We have two positions that will be open. We need a nominating committee, it requires at least one board member. The secretary will send out an email to homeowners via mail chimp. We need to set a date for a dry run for the board members of the power point presentation. By the next board meeting in August, a draft of what you are going to say needs to be sent to the president/board.

Any proposals received by the board, maps, proposals, financials, contracts are not to be shared outside of the board.

8. Open Forum

9. Items of interest to the board.

NEXT MEETING

The next regular board meeting The Pembroke Home Owners Association will be on August 21, 2017 at 6:00 p.m.

10. ADJOURN

Meeting adjourned at 7:45 pm

Karen MacRae

Approved: Karen MacRae, Secretary
Pembroke Homeowners Association