

Pembroke Home Owners Association

Regular Board Meeting Minutes

January 8, 2018 | Lexington Park Library

1. CALL TO ORDER

The meeting was called to order by the President, at 6:11 p.m. A quorum of directors was established.

Directors present:

Rich Zellner	President
Nicole Eskridge	Vice President
Karen MacRae	Secretary
Chris Steingrube	Treasurer
James Shattles	ARC Chair
Jesika Zellner	Member at large

Homeowners in attendance: Sarah Peddicord

2. MOTION TO APPROVE THE AGENDA

Chris Steingrube, Treasurer made a motion to approve the agenda 2nd by James Shattles, ARC Chairman

3. SECRETARY'S REPORT

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

Treasurer, Chris Steingrube , made a motion to accept the Secretary's Report as Presented. ARC Chairman, James Shattles the motion. Motion passed unanimously Secretary's report approved.

4. 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 Member at large, Jesika Zellner to approve the Treasurers' Report, seconded by James Shattles, ARC Chairman

A discussion was held.

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

5. COMMITTEE REPORTS

ARC Report – I did a quick drive through the neighborhood. The gates on the playground need to be replaced. We need to get pricing for repair of the gates as well as trimming the branches at the end of the playground as this is a safety risk to the children. A discussion was held.

6. UNRESOLVED BUSINESS

7. NEW BUSINESS

8. Discussions

Quarterly newsletter Needs to be out for March 1st. Treasurer, Chris Steingrube will head up. All input due by February 20th. A discussion was held. We will be using Mailchimp to send this out.

Board Emails. You will be required to change your password every 6 months.

Cloud Storage, A discussion was held.

9. President's Remarks

If a homeowner puts something on Facebook that needs to be handled by the board. Please refer them to the boards email which is bod@pembrookehoa.org

When a homeowner emails bod@pembrookehoa.org who responds? The person who handles that issue

10. Open Forum

11. Items of interest to the board.

Collections a discussion was held.

ARC Forms a discussion was held.

Mail Issues a discussion was held.

A motion by Treasurer, Chris Steingrube to look into changing banks, seconded by Jesika Zellner. A discussion was held. Motion Carries.

Ponds – Two Brothers has offered to show the new board members the ponds and explain what needs to be done.

NEXT MEETING

The next regular board meeting of The Pembroke Home Owners' Association will be on February 24, 2018 at 10:00 a.m.

12. ADJOURN

Meeting adjourned at 7:00 pm

Karen MacRae

Approved: Karen MacRae, Secretary
Pembroke Homeowners Association

Final