

Pembroke Home Owners Association
Regular Board Meeting Minutes
April 21, 2018 10 am | The Zellner's

1. CALL TO ORDER

The meeting was called to order by the President, at 10:04 am. A quorum of directors was established.

Directors present:

| | |
|------------------|----------------|
| Rich Zellner | President |
| Nicole Smith | Vice President |
| Chris Steingrube | Treasurer |
| Karen MacRae | Secretary |
| James Shattles | ARC Chair |

Absent: Jesika Zellner, Member at Large

Guests: Sarah Peddicord, Patrick MacRae

2. MOTION TO APPROVE THE AGENDA

Nicole Smith made a motion to Approve the Agenda, Seconded by Chris Steingrube Treasurer, Motion carries

3. SECRETARY'S REPORT

Secretary's Report was approved via email vote prior due to the HOA in the process of changing Banking institutions.

4. TREASURER'S REPORT

The financial report was presented by Treasurer, Chris Steingrube.

4 or 5 homeowners were sent to collections this year.

James Shattles, ARC Chairman made a motion to approve the Treasurer's Report, Nicole Smith, VP seconded the motion to approve the treasurers report. Motion carries.

5. COMMITTEE REPORTS

ARC – Motion by James, to fertilize , weed and feed, the front entrance. The HOA will pay for the necessary supplies not to exceed \$200.00 2nd by Chris Steingrube, Treasurer, A discussion was held. Motion carries.

A motion was made by Secretary Karen MacRae that if the tree cutting on Pembroke causes more Erosion at the pond on Pembroke the homeowner will be responsible for fixing the erosion. Motion died.

A motion was made by ARC James Shattles to remove the tot lot gates by ARC Chairman James Shattles. Motion died

A motion was made by ARC Chair James Shattles to repair swings, repair gates, pressure wash fence by James Shattles, ARC Chair, 2nd by Chris Steingrube, Treasurer. A discussion was held. Motion carries.

6. UNRESOLVED BUSINESS

7. NEW BUSINESS

8. Discussions

9. President's Remarks

10. Open Forum

11. Items of interest to the board.

NEXT MEETING

The next regular board meeting of The Pembroke Home Owners' Association will be on May 19, 2018 at 10:00 a.m.

Motion by Karen MacRae, Secretary to file a lien on a homeowner who has a payment plan with the collection company who is paying less than the minimum payment. 2nd by Treasurer Chris Steingrube. Discussion was held. Motion carries.

12. ADJOURN

Motion to adjourn by Chris Steingrube, Treasurer. Motion seconded by James Shattles, ARC Chairman. Meeting adjourned at 10:55 a.m.

Rich Zellner Digitally signed by Rich Zellner
Date: 2018.05.22 12:08:15 -04'00'

Approved: Rich Zellner, President
Pembroke Homeowners Association