

Pembroke Home Owners Association  
Regular Board Meeting Minutes  
July 21, 2018 | Lexington Park Library

**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
Liz Kessel	Secretary
Chris Steingrube	Treasurer
James Shattles	ARC Chair
Jesika Zellner	Member at large

Homeowner: Sarah Peddicord

**2. MOTION TO APPROVE THE AGENDA**

Motion to Approve the Agenda by Nicole Smith, Vice President, 2<sup>nd</sup> by Chris Steingrube, Treasurer.

**3. SECRETARY'S REPORT**

Liz Kessel is officially Secretary, as per approved minutes. The website has been updated and the email has been set up through GoDaddy.

**4. TREASURER'S REPORT**

The financial report was presented by Treasurer, Chris Steingrube.

Motion made by Rich Zellner, President to approve the Treasurers' Report, 2<sup>nd</sup> by Nicole Smith, Vice President. Motion carried.

A discussion was held.

**5. COMMITTEE REPORTS**

ARC - A discussion was held regarding the ponds. James has received one quote back from the companies qualified to repair the ponds. He is waiting on several quotes back. Rich Zellner

will assist James on getting quotes to power wash the fence at the Tot Lot and the front entrance. The swings in the Tot Lot are being repaired and will be reinstalled soon.

## 6. UNRESOLVED BUSINESS

Social- discussion on getting the Bruster's Ice Cream truck back in the neighborhood soon.

## 7. NEW BUSINESS

## 8. Discussions

We would like to start a quarterly newsletter. Nicole advised she can spearhead this. We can do this semi-annually (spring and fall). Chris can send Nicole the template and updated email addresses.

Nicole asked about other storage solutions other than sync.com

Budget items to consider- reseed and fertilize front entrance and mulch for the Tot Lot.

Sarah Peddicord – she has contacts to send to James on the ponds.

## 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 August 18, 2018 at 10:00 a.m.

## 12. ADJOURN

Meeting adjourned at 10:55 a.m.

---

Submitted: Liz Kessel, Secretary  
Pembroke Homeowners Association