

Pembroke Homeowners Association Board of Directors Minutes March 16th, 2024, 10:00 a.m. | Virtual Meeting (email bod@pembrokehoa.org for details if planning to attend)

- Attendees:

Present	Name	Title
X	Lewis Collier	HOA BOD - President
X	Jonathan Friscia	HOA BOD – Vice President
X	Daniel Wadsworth	HOA BOD – Treasurer
X	Daniel Wadsworth	HOA BOD – Secretary
X	Dave Chandler	HOA BOD – ARC Chairman
X	Tyler Duncan	HOA BOD- Member at Large
	Vacant	HOA BOD- Member at Large
X	Kathy & Don Ellis	Homeowner
		Homeowner

- Call to Order** – Lewis called the meeting to order at 10:00AM
- Motion to Approve / Deny the Agenda**- Jonathan made a motion to approve the agenda. Dave seconded approving the agenda. Agenda unanimously approved.
- Secretary's Report**
 - The Secretary attached a copy of the February 2024, Board of Directors meeting minutes for the Board's review and acceptance. The Minutes, once approved, will be posted on the website for homeowners' viewing and placed in the corporate record book (Pembroke HOA Sharepoint site).
 - Record email vote for clippers to add Rowan Knight Dr area.
 - Jonathan made a motion to approve the secretary's report. Dave seconded the motion. Motion passed unanimously.
- Treasurer Report**
 - It is board policy to review the reconciled financial statements for the HOA. February 2024 financial statements are still being worked on. Once approved, they will be posted on the Pembroke HOA Sharepoint site.
- Goals for 2024 / Action Items:**
 - Open Board member positions – Secretary, Member at large Kathy seems interested in member at large.

- Provide ARC Guidelines recommended changes to the BOD. Add the provision for chain link fences around ponds. Cross reference with the Governing Documents (Bylaws, Covenants, etc.) to ensure that changes do not contradict. (Dave Chandler & Tyler Duncan)
- Introduce new guidelines and post new guidelines
- Work on spring newsletter add new arc guidelines (Jonathan)
- Discuss closing the money market and moving to another location plus \$45,000 ex. Edward Jones and open CD's 2 year max. Currently have above the FDIC insured limit. Waiting for reserve study results.
- Get reserve study done. Scheduled for March 13th has been half paid for. (Daniel Wadsworth)
- Check contents of storage unit see if items could be moved to someone's basement or a shed on common area (Lewis).
- Middlegate pond – County inspector (Jimmy Yates) to provide a recommendation of a local company with an engineer on staff. (Lewis Collier)
- Resolve issues property lines by Jillian Grace Pond (Lewis Collier) to reach out to homeowner.
- Conduct Speed survey to reduce neighborhood speeding. Speed survey has been completed and will followup (Jonathan Friscia)
- Sprinklers appear to be broken will need to revisit
- Entry monument to be discussed for rowan knight.
- Need to get sidewalks fixed in neighborhood

Committee Reports

- **ARC:** Dave and Board discussion – All violations corrected?
- **Additional Items for Discussion** – review home plans for Dr. Horton. Reiterate minimum square footage for homes. Ask about an additional home plan. See about ensuring different elevations for the homes. Ask about home price point.
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)
Kathy asking for additional security lights and volunteering to help with landscaping
- **Next Meeting Date & Location:** (Board Meeting) April 20th 10:00am, 2024; virtual • **Adjourn** – Jonathan made a motion to adjourn at 11:16. David seconded the motion. The motion passed unanimously.

