

Pembroke Home Owners Association
Board of Directors Meeting Agenda

April 18, 2020| 10:00 a.m.| Virtual Meeting (Due to COVID-19 social distancing measures, email bod@pembrokehoa.org for details if planning to attend)

- Attendees:

Present	Name	Title
	Rich Zellner	HOA BOD - President
	Nicole Smith	HOA BOD – Vice President
	Lewis Collier	HOA BOD – Treasurer
	Liz Kessel	HOA BOD – Secretary
	Tyler Duncan	HOA BOD – ARC Chairman
	Jesika Zellner	HOA BOD- Member at Large
	Sarah Peddicord	HOA BOD- Member at Large
		Homeowner

- **Call to Order**

- **Motion to Approve / Deny the Agenda**

- **Secretary's Report**

- The Secretary attached a copy of the March 21, 2020, 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.
- Motion to Approve / Deny the previous Minutes

- **Treasurer Report**

- It is board policy to review the reconciled financial statements for the prior month. Because of the Treasurer turnover, there was a lapse in the reports. We will review January through March 2020. Financial statements have been attached for review and acceptance by the Board of Directors.
- Motion to Approve / Deny the Treasurer's Report

- **Action Items**

- **Gates at Tot Lot:** Repairs were approved and a vendor was selected. Tyler to schedule. Update on repairs (Tyler)

- **Pegs at Tot Lot:** We have requested a quote to repair any protruding items at the tot lot. Need to follow up with vendor.
- **Committee Reports**
 - **ARC:** Update regarding any outstanding items and any necessary fines (Tyler and Board discussion)
 - **Ponds:** Updates concerning ponds and any correspondence with Gussie Maguire, etc. (Sarah)
 - **Website:** Update to include a table concerning various amounts/costs for Treasurer items (Lewis and Board discussion)
- **Additional Items for Discussion**

Request for meeting with County to discuss rules at various areas, concerns regarding turnover of areas and Board turnover/continuity of information, possible purchase of area at front of neighborhood – continued follow-up is necessary to schedule once “stay at home” order is lifted (Board discussion)
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)
- **Next Meeting Date & Location:** May 16, 2020; Lexington Park Library Longfellow Room
- **Adjourn**

APPROVED