

Pembroke Home Owners Association
Board of Directors Agenda

July 15, 2023 10:00 a.m. | Virtual Meeting (email bod@pembrookehoa.org for details if planning to attend)

- Attendees:

| Present | Name | Title |
|---------|------------------|--------------------------|
| | Nicole Smith | HOA BOD - President |
| | Alicia Huff | HOA BOD – Vice President |
| | Lewis Collier | HOA BOD – Treasurer |
| | Liz Kessel | HOA BOD – Secretary |
| | Tyler Duncan | HOA BOD – ARC Chairman |
| | Vacant | HOA BOD- Member at Large |
| | Jonathan Friscia | HOA BOD- Member at Large |
| | | Homeowner |
| | | Homeowner |

- **Call to Order** – Call the meeting to order.
- **Motion to Approve / Deny the Agenda-**
- **Secretary’s Report**
 - The Secretary attached a copy of the June 2023, 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).
 - Motion to Approve / Deny the previous Minutes –
- **Treasurer Report**
 - It is board policy to review the reconciled financial statements for the HOA. June statements have been attached for review and acceptance by the Board of Directors. Once approved, they will be posted on the Pembroke HOA Sharepoint site
 - Motion to Approve / Deny the Treasurer’s Reports –
- **Goals for 2023 / Action Items:**
 - 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. (Jon Friscia & Tyler Duncan) Still under revision.

- Provide a summary of Middlegate pond status to inspector so he may follow up with his Leadership to request assistance. (Nicole Smith)The information may be archived with prior President's email.
- October Annual Meeting Minutes (Nicole Smith) In progress
- Resolve issues property lines by Jillian Grace Pond (Nicole Smith) In Progress
- Schedule meeting to review CC&R/Bylaws/ARC findings from lawyer meeting (Liz)
- Repair of Middlegate pond fence quote
- Coordinate schedule of vacant lots with Integrity Builder (Nicole)- email sent, tracking for confirmation from builder
- Quote for leaning pine tree at Tenby pond-
- Power at entrance (replace outlet/breaker) (Jon Friscia)
- Prepare slides for Annual Meeting (BOD) – due in early August to allow time for mailing by BBB

Committee Reports

- **ARC:** Tyler and Board discussion – All violations corrected?
- **Additional Items for Discussion** -
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)
- **Next Meeting Date & Location:** August 19, 2023; virtual
- **Adjourn** –