

# Pembroke Home Owners Association

## Board of Directors Meeting Minutes

June 19, 2021| 10:00 a.m.| Virtual Meeting (Due to COVID-19 social distancing measures, email [bod@pembrokehoa.org](mailto:bod@pembrokehoa.org) for details if planning to attend)

- Attendees:

Present	Name	Title
x	Nicole Smith	HOA BOD - President
	Adam Boas	HOA BOD – Vice President
	Lewis Collier	HOA BOD – Treasurer
	Liz Kessel	HOA BOD – Secretary
	Tyler Duncan	HOA BOD – ARC Chairman
	Shoshonna Davis	HOA BOD- Member at Large
	Sarah Peddicord	HOA BOD- Member at Large
		Homeowner
		Homeowner
		Homeowner

- Call to Order –

- Motion to Approve / Deny the Agenda-

- Secretary's Report

- The Secretary attached a copy of the May 2021, 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 May 2021.
- Motion to Approve / Deny the Treasurer's Report

- Action Items

- RFP for pond repairs: (Shonnie)
- Contact contractor for tree removal at Whittemore pond: (Nicole)
- Mail boxes in new section: (Nicole)
- Fence around Jillian Grace (Nicole)
- Collections Agency Discussion: (Lewis)

- **Document Scanning:** (Shonnie)
- **Ponds:** (Board)
- **Committee Reports**
  - **ARC:** Update regarding outstanding items (Tyler and Board discussion)
- **Additional Items for Discussion**
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)
- **Next Meeting Date & Location:** July 17, 2021; Virtual due to COVID-19
- **Adjourn**