

Pembroke Home Owners Association
Board of Directors Meeting Agenda

May 16, 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
	Nicole Smith	HOA BOD - President
	vacant	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
	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 April 18, 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. We will review March and April 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

- Pegs at Tot Lot:** We have requested a quote to repair any protruding items at the tot lot. Need to follow up with vendor. (Tyler)
- Post fee rates and late fee rates to the HOA website** (Liz)
- Forest rentinion area (front) meet with county** (Nicole)

- **Board vacancies**
- **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)
 - **Summer Newsletter:** Topics for discussion (Nicole)
- **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:** June 20, 2020; Lexington Park Library Longfellow Room/virtual depending on Governor’s orders
- **Adjourn**

APPROVED