

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

- Attendees:

Present	Name	Title
Yes	Lewis Collier	HOA BOD - President
No	Jonathan Friscia	HOA BOD – Vice President
Yes	Daniel Wadsworth	HOA BOD – Treasurer
	Vacant	HOA BOD – Secretary
Yes	Richard Ibanez	HOA BOD – ARC Chairman
Yes	Tyler Duncan	HOA BOD- Member at Large
		HOA BOD- Member at Large
		Homeowner
		Homeowner

- Call to Order** – Lewis Collier called the meeting to order at 1004.
- Motion to Approve / Deny the Agenda**- Richard Ibanez moves, Tyler Duncan seconded, motion unanimously approved.
- Secretary's Report**
 - The President attached a copy of the Sep 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).
 - Richard Ibanez moves, Tyler Duncan seconded, motion unanimously approved.
 - Still need to review and approve minutes from May 2024.
- Record email vote.
 - Email vote on 29 Oct 2024 to approve the expenditure of \$275.00 for removal of a dead tree on easement near corner of Colby Drive and Pershing Drive was unanimously approved.
- Need to get latest (2023, 2024) approved minutes on website. Maybe some older ones as well.
- Treasurer Report**
 - It is board policy to review the reconciled financial statements for the HOA. Treasurer presented financial reports covering the months September and October for approval.
 - Richard Ibanez moves, Tyler Duncan seconded, motion unanimously approved.
- Discussion about moving the MM \$50K into another higher interest rate account.

- No action taken at this time as some of that money may be needed for pond repairs, pending report from Stormwater Mangement.

Goals for 2024 / Action Items:

- Open Board member positions – Secretary
 - i. Send out email blast for volunteers versus turning it over to a company (Lewis has action).
- Mowing new areas
 - i. Two bids received
 - ii. Discussion and motion to accept one of the two bids.
 - iii. Daniel Wadsworth moves to award to Guy Landscaping, Richard Ibanez seconds, motion unanimously approved.
- Middlegate pond – County inspector (Jimmy Yates) provided a recommendation of local company with an engineer on staff.
 - i. Stormwater Management (SWM) engineering team has done core samples and is working on preliminary engineering effort.
- Resolve issues property lines by Jillian Grace Pond (Lewis Collier) to reach out to homeowner.
 - i. Still no word from homeowner.
 - ii. Plat clearly shows pond area encroaching into their yard.
 - iii. Send letter, move on.
- Look at both lights at the front of neighborhood- (Jonathan).
 - i. GFI keeps tripping. A deeper debug session will be performed as soon as time permits.
- Tree on Wentworth
 - i. Send email.

Committee Reports

- **ARC:** Board discussion
 - Will be sending out \$0 warnings for mold and trailers.
- **Additional Items for Discussion –**
 - **NTR**
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)
 - **NTR**

Next Meeting Date & Location: (No Dec meeting) 10:00 am 18 January, 2025; Virtual

Motion to Adjourn – Richard Ibanez moves, Daniel Wadsworth seconded, meeting adjourned at 1040.