

Pembroke Homeowners Association Board of Directors  
 Agenda June 22th, 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
Yes	Jonathan Friscia	HOA BOD – Vice President
Yes	Daniel Wadsworth	HOA BOD – Treasurer
	Vacant	HOA BOD – Secretary
Yes	Dave Chandler	HOA BOD – ARC Chairman
No	Tyler Duncan	HOA BOD- Member at Large
	Vacant	HOA BOD- Member at Large
		Homeowner
		Homeowner

- Call to Order** – Call the meeting to order 10:02.
- Motion to Approve / Deny the Agenda**- Jon Friscia moves, Daniel Wadsworth seconded, motion unanimously approved.
- Secretary's Report**
  - The Secretary attached a copy of the January 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).
    - \_\_\_\_\_moves, \_\_\_\_\_seconded, motion unanimously approved.
    - Will be approved at July Meeting.
- Record email vote.
  - No email votes last month
- 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. January 2024 financial statements are still being worked on. Once approved, they will be posted on the Pembroke HOA SharePoint site.
    - Jonathan Friscia moves, Dave Chandler seconded, motion unanimously approved.

## Goals for 2024 / Action Items:

- Open Board member positions – Secretary, Member at large
- Mowing new areas
  - i. Looking at new areas to add to the cutting area.
  - ii. Need to cut about 25 feet into the easements, near the streets. JF to work with TD to add this to the clippers list.
  - iii. Need to build a full list of areas to do a recompute.
- Middlegate pond – County inspector (Jimmy Yates) to provide a recommendation of a local company with an engineer on staff. (Lewis Collier)
  - i. Review estimate to do preliminary engineering study.
  - ii. Will finish review and decide on this in July.
- Resolve issues property lines by Jillian Grace Pond (Lewis Collier) to reach out to homeowner.
  - i. Setting up meeting to discuss
- Look at both lights at the front of neighborhood- (Jonathan) record unanimous vote for minutes.
  - i. GFI keeps tripping. A deeper debug session will be performed as soon as time permits.
  - ii. David Chandler to look at solar options.
- Rowan Knight road turnover.
  - i. Will happen after all houses are built
  - ii. Monitor house progress to make sure the road gets finished when houses are built.
- DR Horton houses
  - i. Construction underway. Do we need to do any reviews?
- Look into temporary speedbumps / rumble strips cost (Jonathan)
  - i. Jonathan Friscia will get results of latest speed study

## Committee Reports

- **ARC:** Dave and Board discussion
  - o Will be sending out \$0 warnings for mold
  - o ARC Committee is reviewing an application for a shed that meets all “shall” requirements but is larger and taller than the “should” statements in ACGs. ARC Committee will document discussions are approval decision.
- **Additional Items for Discussion –**
  - o **NTR**
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)
  - o **NTR**

**Next Meeting Date & Location:** (Board Meeting) 10:00 am July 20, 2024; virtual

**Motion to Adjourn** – Jonathan Friscia moves, Dave Chandler seconded 2nds, meeting adjourned at 11:12.