

## Pembroke Homeowners Association Board of Directors Agenda Sep 20th, 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
	Vacant	HOA BOD- Member at Large
		Homeowner
		Homeowner

- Call to Order** – Call the meeting to order at 1000.
- Motion to Approve / Deny the Agenda**- Daniel Wadsworth moves, Tyler Duncan seconded, motion unanimously approved.
- Secretary's Report**
- The President attached a copy of the Aug 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).
  - Tyler Duncan moves, Richard Ibanez seconded, motion unanimously approved.
  - Still need to review and approve minutes from May 2024.
- Record email vote.
  - Email vote to approve the budget, as shown in slides for annual meeting to be held on 19 Oct 2024 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 August for approval.
  - Richard Ibanez moves, Tyler Duncan seconded, motion unanimously approved.
- Sent 10 homeowners to collections.

- Have \$60K in checking, \$50K in MM, \$150K CD
- Discussion about moving the MM \$50K into another higher interest rate account.

## Goals for 2024 / Action Items:

- Open Board member positions – Secretary
- Need to hold meeting of nominating committee to formalize slate for annual meeting.
- Mowing new areas
  - i. All areas to be cut were marked in preparation for a new RFP to be posted soon.
- Middlegate pond – County inspector (Jimmy Yates) provided a recommendation of local company with an engineer on staff.
  - i. Companies were all surveyors.
  - ii. Stormwater Management (SWM) is working with the engineering team to do core samples and 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.
- 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.
  - ii. Solar options were expensive and did not provide expected dusk to dawn illumination.
- 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. Houses meet CRCs?
  - ii. ACGs need minor update to have same minimum sq footage as CRCs.

## Committee Reports

- **ARC:** Board discussion
  - o Discussion about small dead tree near 20683 Colby on easement area. No decision was made at this time.
  - o Will be sending out \$0 warnings for mold and trailers.
- **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:** (HOA Annual Meeting) 10:00 am 19 October, 2024; at Pax River Naval Air Museum and Virtual

**Motion to Adjourn** – Richard Ibanez moves, Tyler Duncan seconded 2nds, meeting adjourned at 1056.