

Pembroke Homeowners Association Board of Directors
 Agenda January 17, 2025, 10:00 a.m. | Hybrid Meeting
 (email bod@pembrokehoa.org for details if planning to attend)

• Attendees:

Present	Name	Title
	Lewis Collier	HOA BOD - President
	Zachery Farrell	HOA BOD – Vice President
	JoyMcBride	HOA BOD - Treasurer
	Matt Stearns	ARC Chairman
	Sarah Fallin	HOA BOD – Secretary
	Neil McLaughlin	HOA BOD – Member at Large
	Frankie Riffle	HOA BOD – Member at Large

Call to Order: _____ called the meeting to order at _____

Motion to Approve / Deny the Agenda: _____ moves, _____ seconded, motion _____.

Secretary's Report:

- Approval of November Minutes
- Approval of 2025 annual meeting minutes
- Communication: sent out a December newsletter with general reminders and calls for volunteers, sent out another notification of the Santa run.

Treasurer Report:

- It is board policy to review the reconciled financial statements for the HOA.
- J. McBride presented the treasurer's report.
- _____ motioned to approve. _____ seconded. Motion passed _____

ARC Chair Report:

General Items:

- Landscaping
 - i. Potential follow up on new construction drainage
 - ii. Front entrance
 - iii. Bulletin Boards
 1. Call for volunteers resulted in no volunteers
 - iv. New construction clean out, adding new construction common areas to landscaping schedule
- LED light conversion/solar

- Ponds
 - i. An email motion to complete the Tenby Pond outflow repairs passed with 7 in favor and 3 no votes (note this occurred during the transition between the old board and the new)
- **Additional Items for Discussion:** n/a
- **Open Forum** (3 minutes allowed per attendee; you may not give your minutes to others)

Next Meeting Date & Location: Meeting at 10:00 am on 21 February 2026

Motion to Adjourn ____ moves, ____ seconded, Motion passed ____ Meeting adjourned at ____ am