

**SANDY BRAE HOMEOWNERS ASSOCIATION
OCTOBER 14, 2014 BOARD MEETING MINUTES**

Call to Order

Meeting held at Beebe Medical Arts Pavilion – called to order at 7:00pm.

Board Members

Present-Bob Daniels, Betty Deacon, Barbara Brewer & Nancy Hecker; John Luzzi-absent excused.
Property Management-Cathy McCallister (Solutions Property Management)

Approval of Previous Minutes

Barbara Brewer moved to approve; 2nd by Nancy Hecker – approved.

Treasurers Report – Cathy McCallister provided the Board members with the September financial statements. The Balance Sheet reflects just under \$35,000 in assets in the checking account which includes the two (2) previously held liquidated CDs. The Profit/Loss for the year at the end of September yields a Net Income of approximately \$4,000.

Cathy also reported that the attorney was successful in obtaining payment from (3) owners but (5) accounts are still outstanding totaling \$575 in outstanding dues and fines.

OLD BUSINESS

Shed Update – 140 responses – 85 approvals vs. 55 not approving. Despite John Luzzi's door-to-door solicitation for voting, a quorum has still not been achieved. The Board has decided to table the effort for the time being and deal with any violations or legal situations if they occur.

Community Inspections – Cathy reported that on a monthly basis there remains about 4-6 owners who have minor violations like boats in driveways, unkempt grass and/or landscaping, cars parked on grass. There are 2-3 major offenders that she & the Board are working with Sussex County to attempt to achieve resolution on as they continue to disregard all notices sent by the HOA.

Change in Assessment Due Date Effective 2015 –the attorney's opinion is that based on the Covenants, annual notices may be sent out with a January 1 date but they cannot be considered late until March 1. Notices will be mailed out on or about December 1 with a January 1 due date on them but no late fees will be assessed unless payment is received after March 1.

Yard Sale Report

(18) houses participated on Friday and (41) on Saturday; overall very successful.

RV Park & Planation/Cedar Grove Project Update

Betty Deacon had a letter from the RV Park Coalition sent out by email and posted on the website. Two (2) additional letters will be forthcoming and will also be eblasted out and posted on website. It is the Coalition's belief that the project will go to a vote before the new Council members are inducted.

OLD BUSINESS (continued)

Postal Lane Roadwork

Bob Daniel has been in contact with representatives from both DelDot and Delmarva Power to determine what work is being done and how it will affect Sandy Brae and what traffic impact it will have.

It was suggested that Sandy Brae could perhaps hold/lead an information session with representatives from both companies present to inform the community of what will be taking place, timing, dates, etc.

It was also suggested that Sandy Brae host the program and invite surrounding communities in the vicinity also facing the same issues. The Board will look into this and see what is possible.

NEW BUSINESS

Distribution of Covenants

There was a discussion concerning the fact that since the last 2008 update, many owners have "filed away" their copies and many new owners are not being provided with copies of the current Covenants. In addition, several owners worked on a more "user-friendly" version and the Board decided that all owners will receive a copy of the "user-friendly" copy in a December mailing along with the draft 2015 budget and the 2015 dues billing statement. A disclaimer cover page will be included indicating that all owners will be held accountable for abiding by all of the terms and conditions of the Covenants. A PDF copy will be posted on the website and anyone in need of a printed copy after the mailing will receive one but at a fee of \$10.

PO Box & Bank Account

Cathy McCallister requested that the PO Box location be moved from Lewes to Nassau and the checking account be moved from Community Bank to Fulton Bank. All Board members voted in favor; Cathy will set this up and the President and Treasurer will be co-signers on all money accounts.

CD Investments

Cathy McCallister proposed moving the money from the liquidated CDs to Capital One money market accounts and that one be designated as a Reserve account. A determination of how much should be maintained in the Reserve account shall be determined by the fair market value of the replacement items (mainly signage) that the HOA is responsible for. The other MM account will subsidize the operating checking account in times of need.

2015 Budget

Cathy McCallister will provide the Board with a draft budget on or about November 1. The membership budget meeting will take place at the December Board meeting.

ARB Projects

Bob Daniel commented that there have been many ARB forms submitted and approved in 2014. Recently, in the last (30) days, only a fence has been approved.

Board Recruitment

The Board is down to the minimal Covenant requirement of five (5) members. It is imperative that more owners become involved and serve.

Meeting was adjourned @ 8:00pm.

Next Meeting-December 9 @ 7:00pm at Beebe Medical Arts Pavilion