**SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING**

**FEBRUARY 12, 2018**

**Location: Lewes Library 6:00 – 8:00pm**

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Meeting called to order at 6:00pm

Attending Board Members: Kathy Davison, Jay Abel, Joanne Kempton, Rusty Rodgers, Lorie Seaman, Nick Pereira, Maryann Jachym and John Luzzi. Absent: Nancy Hecker

No residents were in attendance.

**PRESIDENTS REMARKS:**

Nancy’s Hecker health update.

Great progress with correcting and updating resident database; it is and ongoing project.

Website and Facebook postings have been great.

Motion to approve February 12, 2018 Board Meeting Minutes and seconded; Approved.

**TREASURER REPORT:** Joanne Kempton

* Financials presented from February 2018
* Additional charges due to several mailings that were necessary.
* 31 residents have not paid dues; last month was 46. Efforts are continuing to collect 2018 as well as any past due Annual Dues.
* Discussion on residents that owe over 2 years back dues and the next steps that need to be taken for collection as well as status of residents that had liens from Solutions Property Management.
* Motion to approve Treasurer report and seconded; Approved.

**OLD BUSINESS:**

* Missing fence on Maple held up through storm, but will be re-installed by donated efforts of Jay Abel. Total cost will be under $200.00 to buy the piece.
* Signarama will install missing no parking signs for insurance by March 16, 2018.
* Lorie Seaman is set to get Yard Sale signs completed by months end.
* Rental data still being generated. A new list is being created as old one was not updated since 2011.
* Nomination Committee & Election of Officers: Jay Abel to chair Election Committee and have 4 residents have volunteered on the committee. Nomination forms were sent out in February; 11 envelopes were received and given to Jay . Deadline was March 14, 2018 for nomination forms to be mailed in.
* Randy Marshall was sent a letter by the Board and was advised that he can pick 2 dates, 45 days from March 3 ( the date of the letter) to review 2017 ballot votes; location and time will be determined once we are given dates. If there is no response this issue will be considered closed by the Board.

**NEW BUSINESS:**

* New welcoming package including covenants and our new welcoming letter (sample distributed).
* New HOA election rules and procedure are in effect. Per the covenants, you vote for people to be on the Board not for them to hold a certain position. Once elected, these people will meet and determine who will hold what position. New Board will be announced at June 2 annual meeting. New election ballot was reviewed and approved; will be sent out with Annual Meeting materials.
* Discussion of annual meeting agenda. The agenda will be as outlined in covenants and will be posted on website. The Annual Meeting mailing will go out first week of April.
* Betty Deacon sent information on all other DelDot meetings ref the 5 Points Intersection and has ask Pete for a special meeting just for the residents of Sandy Brae.
* The Board will begin to work on a newsletter. We would seek any neighbor volunteers who would have experience in writing such or would like to add any articles or contribute.
* Correct number of residential/lots in Sandy Brae is 259, with 253 owners.
* Contract for common area mowing was renewed with Father & Son. One additional week was added in November and the areas of coverage are extended to leaf removal and other general ground maintenance.
* Seeking quotations for snow removal will happen in early summer.

**ARC Report:**

* There was one ARB this month, which was approved for fencing. Six violation letters were sent out with 30 days to fix the issues.
* Discussion of Landscaping Committee and sprucing up area around the signs. We have new residents volunteering their efforts and time. This beautification will start next month. Discussion is being had on appropriate foliage.

**Website Report**:

* The website is receiving good feedback and communication with residents for general questions and inquiries, as is Facebook. We received 10 new FB members in the month of February.
* Surveys will be generated by our Webmaster Nick to residents on different issues. This is viewed as a positive way to get the residents involved and be a part of the community.

**QUESTIONS FROM RESIDENTS:**

* No residents were in attendance.

Meeting adjourned at 7:40pm