**SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING**

**FEBRUARY 12, 2018**

**Lewes Library 6-8pm**

MINUTES

Meeting called to order at 6pm

Attending: Kathy Davison, Jay Abel, Joanne Kempton, Rusty Rodgers, Lorie Seaman, Nick Pereira (Absent: Nancy Hecker) and 4 residents

**President’s Remarks:** Kathy Davison thanked the Board members for working so hard over the past 12 days to get the HOA up to speed and under the circumstances, for staying on the Board to insure that the organization continues. The community owes them all a debt of gratitude.

**Treasurer Report:** Joanne Kempton

* Financials presented from January 2018
* 2018 Budget was already approved by previous board, but redistributed
* Insurance has been reviewed and contact names on the policies changed
* Fulton Bank and Capital One visited and has all changes in place
* Once all reports have been verified, independent audit will be conducted by Steve Fallon, CPA
* Snow removal bills will be submitted to the State by June 1 for any reimbursement
* 46 residents have not paid dues. Efforts are being made to collect 2018 as well as any past due Annual Dues.
* Motion to approve by Rusty and seconded by Jay

**Old Business:**

* 2 ARC requests were reviewed and approved
* Missing fence at end of Maple will be repaired by Jay, at no charge, HOA cover cost of buying the section of matching fence. Discussion on setting up a Landscaping Committee in the future for sprucing up around the signs.
* Missing no parking signs for insurance will be done and installed by Signarama
* Missing Neighborhood Watch signs found and will be installed at all entrances by Jay. Use existing posts and cut all too same size.
* Complaints about residents not picking up after their animals. Nick will put out a notice on a blast email. John will post on HOA Facebook
* Annual HOA Meeting June 2 Lewes Library: All materials for this meeting need to go out by April 1, 2018
* Election of Officers: Jay Abel to chair Election Committee and have 4 residents on the committee. Nomination forms go out by March 3, nominations tabulated, and election ballot will be distributed.
* Spring Yard Sale Dates May 18 & 19. Fall Yards Sale Dates Sept 14 & 15. Lorie Seaman to put ads in newspaper and take care of signs.

**New Business**

* Mailbox key to Rusty Rodgers for mail pick up every other day
* DelDot Public Meeting Feb 15, 4-7pm, Cape Henlopen High School discussing Plantation Road Projects
* Appointment of scribe: With unanimous vote of the Board, John Luzzi was appointed to the position of Secretary. John will begin right away.
* Attorney status: still calling
* Update on database: work in constant progress finding missing and incomplete information daily. Maryann Jachym is chair of the database committee. She will work with Lorie Seaman coordinating mailings and maintaining database.
* Status of the renters list: none was transitioned from Solutions Property Management. Will begin process of building the list. Purpose is to include renters in our community and get them on the database to receive email and Facebook communication. Board not interested in financial arrangements. It is in the Covenants each property owner in SBHOA that rents must give information on the renters.
* Contract for common area mowing: waiting for return contract
* Update on website: Round of applause went to Nick who has taken on the responsibility of getting the website up and running with current information, making it public and open for easy access, and for removing phone numbers and emails from the resident list. Expect frequent communication to the residents from the HOA website. More information will be added to the categories in the near future. Board decided to renew cost of $275 to the host of this website for one year.
* Update on FACEBOOK: John Luzzi will take over postings on Facebook

**Questions from residents:**

* Will financials be posted? Yes
* Will name of residents with outstanding dues be posted? Not at this time
* Randy Marshall spoke at length about past issue with covenants legality and dealings with Solutions Property Mgt: At this time, this appointed Board is abiding by the judgment made on his issue by the then attorney, Mary Snieder-Fox.
* Can we start a Welcoming Committee? Yes if people want to participate

Meeting adjourned at 7:15pm

Board went into Executive Session till 7:50pm