



SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES

Date: September 14, 2020

Location: Executive Meeting Held via ZOOM 6:00PM – 7:00PM in Executive Session

Meeting called to order at 6:05PM

Attendees: Barbara Brewer, Kathy Davison, Joanne Kempton, John Luzzi, Nick Pieria, Rusty Rodgers, John Ritchie, Lorie Seaman and Jack Temple.

Before Presidents remarks, we had a brief introduction with Janis Schertzer who has volunteered to head-up the AR committee. Meeting went to Executive Session.

President Remarks: Housekeeping items were discussed like quicker response on emails, getting to meetings on time, zoom etiquette. Also, the resident and renter databases are fluid. We need to continue to keep these up to date. Kathy will send her updated version to the Board at end of each month for consistency. Finally, it is a suggestion that for 2021 agenda we may want to review our covenants to see if any areas may need to be updated as the number of copies remaining is under 10.

Approval of the August Minutes: Motion by Joanne Kempton; seconded by Barbara Brewer, all in favor.

Treasurer Report: Joanne Kempton

- Motion by Barbara Brewer to formally approve the August financials; seconded by Lorie Seaman and all in favor. Budgets are posted on the HOA website.
- Liens and wage garnishes were reviewed and continue as needed.
- Update given on delinquent and unpaid HOA dues. 1 property owner still owes 2018 dues, 3 are unpaid for 2019, and 4 unpaid for 2020. Every effort is being made by the Board to connect to these residents and get them to remediate the violations and pay the fines. We have had good resolution with one resident and see another one with a bright future as well. Up for further discussion and research is taking the final step in turning over the top 4 delinquent accounts to a collection agency.

Old Business:

- Barbara Brewer presented some great options for our entrance signs and they were sent to the Board for opinions and further discussion. Once the Board narrows down the choices/selections, it will be brought to the residents for vote. This is very exciting, and we are committed to stay on our approved budget of \$10,000.
- Jack Temple will be preparing a flyer that will be posted to our website and Facebook page, as well as a blast to the community of a community event to give to the local schools in need of PPE, personal products and cleaning products to donate. On designated days, items will be left at the end of driveways, and a team will pick them up. This is hopefully the first of many community orientated events we can do.
- We have not heard back from DelDot, at the time of this meeting, on the stop bars at 2 intersections.



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New Business:

- Kathy suggested changing the name of the current AR form. Residents are not understanding that a form needs to be completed for ALL changes, renovations and alterations to the outside of homes. We will post a clear definition in the coming newsletter, and possibly every newsletter thereafter. The Board voted not to change name of current AR form at this time.
- For September ride-around, Kathy Davison will accompany Janis Scherzer; and hereafter will be Janis Scherzer monthly task to report to Board as she is now the head of the AR Committee. Thank you, Janis, for volunteering your time.
- It was voted by the Board of a vote of 9 to 1, to increase Annual dues for 2021 by \$10.00. The cost to operate the HOA is increasing; grass mowing, snow plowing, attorney fees, etc. have all increased and we need to keep pace with that. The 2021 dues notice will be mailed out in late November with a due date of January 1, 2021. The new rate will be \$110.00/annually per household.
- The 2021 budget will be mailed by end of November 2020. The package to the residents will include 2021 budget, 2021 invoice and Board HOA update letter.
- The Winter newsletter will be sent at the end of January 2021.
- We are seeking bids for contract of snow removal.
- Due to complaints of our current lawn services, we are seeking bids from other companies for 2021.
- The Postal Lane project has now turned to a potential RV and Boat Storage and is up for discussion on October 24, 2020 at Planning & Zoning. The last time the people wanted to build 14 town homes on Postal Lane and were denied, now want to build an RV and Boat Storage business instead. So, we are seeking the help of the community to again send an email message right away to the Sussex County Planning and Zoning Commission to ask them not to give the owners conditional use of that property for an RV and Boat Storage business and why. Last time we had 52 emails sent from Sandy Brae residents. Kathy Davison will be calling on the neighbors along Postal as well. Our Board will be working with the HOA's from Thompson Village and Adelytte communities on this initiative.
- By unanimous vote, the Board voted to cancel the 2020 annual meeting due to COVID. It should be noted that Barbara Brewer had to leave the ZOOM meeting right before this vote. All monies from the fees to rent the Lewes Library for this event and the monthly Board meetings are rolling over as a credit from the library towards meeting space in 2021.
- Discussion on taking current collection of our delinquent and unpaid HOA dues and place them in the hands of a Collection agency. The Board feels we have overspent our time and HA money trying to collect from these residents, we would like to clear our books, and have a professional agency take on the collection of these large debts. We will be looking into this matter likely for the 2021 agenda. This will give our residents one last opportunity to correct the violations and pay fines/dues. Joanne Kempton and John Ritchie are researching this option.
- Techno Goober is being contacted for additional Board training on the website and email systems.



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Violations:

- 7 residents continue to have unresolved violations; fines continue as appropriate.
- 2 emails/letters of concern were sent to residents as a result of August community drive around.

AR Forms:

- 9 AR Forms received this month

The Board is very excited to see all these AR forms being sent in as this means the residents are updating and improving their properties.

Executive Session ended at 7:27PM