



SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING

MINUTES

Date: November 14, 2020

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

Meeting called to order at 6:01PM

Attendees: Barbara Brewer, Kathy Davison, Joanne Kempton, John Luzzi, Jack Temple and Janis Nezvesky-Schertzer

Absent: Lori Seaman

President Remarks: Kathy has welcomed Janis Nezvesky-Schertzer to the Board who was appointed by unanimous vote on December 7, 2020. She will work on AR applications and community drive-arounds. Our website has been updated accordingly. We are still waiting attorney response to address open issue of resident who believes they can emancipate from the HOA.

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

Treasurer Report: Joanne Kempton

- Motion by Barbara Brewer to formally approve the November financials; seconded by John Luzzi and all-in favor. Budgets are posted on the HOA website.
- List of residents to have liens placed was reviewed. Kathy to contact attorney for placement.
- 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.
- As discussed, and voted on at the November Board meeting, the Board has no other options but to use the services of a collection agency starting January 2021; HF Holdings was selected. The Board is extremely dismayed with the failure of residents to communicate with the Board, address the violations, and pay the fines that has resulted in placing the HOA in this position. Having violations and outstanding fines from 2018 and 2019 is disheartening. After review at this meeting at this meeting, 4 additional residents will be placed into collections come January 2021.
- At time of this meeting, 132 residents have paid their 2021 HOA dues.
- January 4, 2021, late dues letter will be sent to residents if payment has not been received.
- Discussed individual residents who have requested payment terms. Board has agreed and will send proposal to those residents.



SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING

Old Business:

- As it relates to the new entrance signs, we have budgeted enough for 5 signs. We are all good to start. Contracts signed, deposit sent, and delivery and installation are pending.
- Operation porch light seemed to be successful again through email and Facebook blasts. This is a community safety initiative from the Board that runs from Fall thru the Spring.
- There were no responses or questions after the first blast of notification of board meeting minutes. We will continue this effort to make it easier for the residents to read the minutes from the Board meetings.
- The update on the building of a RV & Boat storage facility on Postal Lane information was sent via e-blast and Facebook to all residents.
- The pumping station will be cleaned this month on Wednesday, December 30th; removal of 5 trees, some shrubbery, trimming of trees around the light and antenna, cleaning up of leaves and debris etc.
- Holiday wreathes were hung on the entrance signs and look great! Thanks to Al & John for putting up, and thanks to Windsor florist for the discount on these beautiful wreathes.
- The letter to residents requesting their emails resulted in several responding. Emailing is the principal method used by the HOA to communicate with residents. We need residents to give the HOA as many emails per household as they want. AND...please do not unsubscribe from HOA emails!

New Business:

- It was voted on that the Lewes Library will hold our deposit from 2020 for 2021 meetings. If no onsite meetings occur in 2021, we will request our deposit back. We will continue to meet the 2nd Monday of every month at 6PM via zoom until the Board is permitted to do otherwise. Residents are encouraged to send in questions or items for discussion at any Board meeting.
- Updated 2021 AR Form, Rental Letter and Forms, Late Dues Letter and Welcome letters are all being review and update as needed. They will be posted on the website in the Documents tab.
- Janis will coordinate the December and January community ride arounds.
- The Board approved \$100 for reprinting of current HOA Covenant booklets for new residents or renters.
- There is an increase in residents (5) who have RV's or Campers on their property. These are violations of covenant 10. Due to COVID some were given permission to park so that they could visit elderly relatives.
- An updated renter and resident database will be sent to Board by January 1, 2021.
- Kathy will be attending this a HOA Leadership webinar on top 9 issues that HOA's will face in 2021.
- The January newsletter will be sent out on January 15, 2021. Any ideas and articles please send to John Luzzi. Kathy will write an intro, and Jack will submit pictures from PPE drive around.

Violations:

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



SANDY BRAE HOMEOWNERS ASSOCIATION BOARD MEETING

AR Forms:

- 7 AR Forms received this month

Resident comments, letters or email: One resident sent a Christmas card with a lovely thank you comment and a donation to the HOA towards the Christmas wreaths.

Executive Session called at 7:05pm