



## SANDY BRAE HOMEOWNERS' ASSOCIATION

### BOARD OF DIRECTORS MEETING

May 8, 2023 5:30-8pm Lewes Library

### Minutes

Meeting called to order at 5:26 PM

#### Attendees

Kathy Davison

Joanne Kempton

Helena Hannah

Absent: Lorie Seaman

**Approval of the April 2023 Board meeting minutes** – Helena made a motion to approve the April Board meeting minutes, Joanne seconded; motion passed

#### President Remarks

I would like to make a motion that we have the June 13 Board meeting via Zoom as we will have just had the Annual Meeting and this meeting ought to be very brief. At the July meeting, per the Covenants, positions will be determined for the residents on the Board for the next year. – Kathy made a motion, Helena seconded, motion passed.

On May 5, 2023, John Luzzi resigned from the Board thus opening the position of Vice-President. Due to his departure, and with the remaining Board members already doing double, some triple, responsibilities, I would like to make a motion to have Techno Goober take over all the IT responsibilities, and Print Coast 2 Coast take over the lay-out and design of the quarterly newsletter with me still providing content. This is going to cost money, but both these businesses work with the HOA already and have the talent to get these needs done. Until resident's step-up and join the Board, I see no other option. Helena Hannah has volunteered to take on administration of the Facebook page and will contact John for instructions. Lorie Seaman has volunteered to update Mail Chimp and the website directory. I make this motion with the understanding this is going to be an indefinite expense that needs added as a new line on the HOA budget. Helena seconded and motion passed.

We thank John for his five years of service on this Board. His participation on this Board has helped the Board make significant changes in the community. We wish him all the best.

#### Treasurer Report:

- **Present April financials** – No comments, Helena made a motion to approve the April financials, Kathy seconded, motion passed
- **Update on any 2023 remaining unpaid dues** – 7 residents still owe for 2023 dues.
- **Update on lien placements for unpaid violations** – all liens placed to date. One resident is on a payment plan.

#### Old Business:

- **Update on Social Committee trip to Lewes Botanical Gardens and date for Trivia Night** - No date for the June Trivia Night at American Classic Golf has been established. Two residents took part in the Lewes Botanical Gardens trip.
- **Response from DelDot on replacing curve warning signs on Postal Lane** – we received 3 new signs, one of which has already been knocked down.
- **Responses or comments to the General Policies and Procedures notice** – No response/comments from residents. General Policies and Procedures was posted on the website and will be included in the Summer newsletter.



- **Final discussion on the Annual Meeting mailing** – The mailing was taken to the post office on April 29th. All owners should have received the letters by now. Proxies are arriving by email and regular mail. Thank you, Lorie Seaman, for accomplishing this multi-faceted effort.
- **Final discussion on HOA Annual Meeting logistics, needs, procedure for nomination from the floor** - We have enough pens, name tags and markers for the meeting. Lorie will also make the sign-in sheet and proxy check list for the meeting. All Board members need to be at the LSAC by 9am. Kathy will ask Tim Sherman for help setting up chairs. Procedure for nominations from the floor was reviewed.
- **Updates on Reed Ventures project** – Kathy provided the following update from Joe Reed, Reed Ventures, to the Board and this information was sent via email to all residents:
  - The house on the property was offered for free with removal, but there were no takers.
  - The current structure will be demolished starting in June. A building reclaim company will be in first to salvage whatever they can.
  - There is no real change to the site plan
  - The ground breaking for the entire project might begin near the end of the year.
  - DelDot has confirmed that a pedestrian connection is required and is part of the plan.
  - There was no mention in this correspondence of putting a fence across the back of the entire property. The HOA is hopeful this is still part of the plan.
- **Spring Yard Sale any last-minute questions/logistics/responsibilities** - the yard sale signs and "more" signs were given to Kathy to put up May 14. Lorie placed the ad in the Cape Gazette in the May 12 and 19 editions of the paper. Helena will now do the counting of residents taking part on Friday and Saturday. Joanne will take down the signs when the yard sale is over on Saturday

#### **New Business:**

- **May drive around** – There were no new violations. Several of the proprietries do need attention; contact will be made with those residents.
- **Discussion on new photos for the website** – We have new photos and Techno Goober will add to the HOA website. The highlights of neighborhood and notification of the new board will also be added to our website. Thank you to resident Barbara Brewer for donating her time to take the photographs.
- **Homes sold and annual sales analysis sheet for Annual Meeting** – This is currently being prepared.
- **Landscaping care for the community sign on Postal and Plantation Road** – Kathy will look for a company to do this gardening in addition to the trimming at the end Maple Lane. Mowers for our common areas just mow.
- **Summer newsletter** – At the end of June, Coast 2 Coast will prepare the newsletter and send to Techno Goober to send out via email.
- **Board meeting space for June-August** - Kathy discussed for July and August be via zoom due to the summer traffic and reduced number of Board members. If more people volunteer to be on the Board at the Annual Meeting this will change. All in favor.

#### **Violations:**

All violations from April have been corrected. 2 ongoing violations remain uncorrected with fines continuing and no communication from those residents. May had 3 new violations; the residents were notified. One meeting with a resident took place with options discussed.

There seems to be a lack of understanding by some residents on the procedure for fining for community violations. Please see the Covenants for an explanation of the process. The challenging thing about our fine process is that we have nothing significant that can be done once a lien is placed and if necessary, wage garnishment initiated.

**AR Forms:**

- 34051 Birch Lane – extensive tree removal
- 18318 Pine Lane -new patio
- 34336 Beech Drive – new fence
- 18201 Hickory Lane – debris trailer for interior remodeling thru May 20
- 34216 Beech – repave and extend driveway
- 18254 Magnolia Lane- replace wooden deck
- 34127 Mulberry Lane- extensive tree removal
- 34133 Juniper Drive – replace wooden fence with vinyl
- 34195 Beech Drive – tree removal backyard
- 34059 Willow Drive – new sunroom, new roof, and tree removal

**Resident comments:**

13 copies of emails from residents who sent dissenting emails/comments to DelDot about the Reed Ventures development; 3 emails of complaint about noise at a rental property after 11pm, 6 emails asking if we are doing the Spring Yard Sale; 4 emails noting fliers too large to read

**ADJOURN**

Meeting adjourned at 6:10PM