



SANDY BRAE HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

July 17 2023 5:30-8pm ZOOM

MINUTES

Meeting called to order at 5:26PM

Attendees

Kathy Davison
Joanne Kempton
Lorie Seaman
Lisa George
Helena Hannah

Approval of the June 2023 Board meeting minutes – Joanne Kempton made the motion to approve the June 23 minutes, Lorie Seaman seconded, the motion passed

President Remarks

- August Meeting – Kathy proposed making the August 23 meeting a Zoom call, the board approved.
- Vacations – Board members should let the president know about any vacations.
- Kathy Davison is donating her laptop to the SBHOA; all current HOA files and any passed down on flash drives will be uploaded to this laptop.

Treasurer Report:

- Present June financials – Helena made a motion to approve the June '23 financials, Lisa seconded, the motion passed
- Update on any 2023 remaining unpaid dues- The same 4 residents have unpaid 23 dues.
- Update on unpaid violations –Board received a signed payment plan from one resident, the other resident is current on their payment plan.
- Discussion on agenda items for meeting with the new attorney – We will discuss what action can be taken on those residents who have higher debt and have not responded to the board's request for payment or meetings; issues with houses renting rooms; P&Z violations for zoning violations, etc. Joanne and Kathy will provide the attorney with all of the historical paperwork for these accounts.

Old Business:

- Updates on Reed Ventures property – There are no new updates. Groundbreaking is planned for January 2024.
- Updates from DelDot – The board needs to get information on the size of the entrance road from the Reed Ventures property on to Maple Drive. Kathy will continue to reach



out in hopes of getting an idea so immediate resident properties effected by this can begin to prepare their properties.

- Update on resident request to add additional entrance sign- Joanne will check on pricing for an additional sign on the Cedar Lane entrance so that the name can be seen from both directions.

New Business:

- Signing of Conflict of Interest and Confidentiality Form by all Board members – All forms were signed and received
- Decision on the Board positions for June 2023 thru June 2024 – We will keep the same positions as the prior term. Kathy Davison is the president, Joanne Kempton is the treasurer, Helena Hannah is the secretary, Lisa Seaman and Lisa George are directors.
- July 4th Fireworks in the community – It was very quiet with no infractions or violations reported.
- Discussion on the DelDot Traffic Calming Manual sent to us from DelDot and possible options – Lisa George will look at other developments' solutions and report back in August.
- Discussion on Social Committee request – Survey of suggestions sent to 301 residents, 293 emails were opened, 55 residents completed the survey. Kathy will work with social committee chair Tim and Lora Sherman to set up dates for the most popular options.
- Discussion on making Annual Meeting an early evening for next year and closer venue – The board is in favor of keeping the same venue and the same time as this year – Saturday morning at the Lewes Senior Center. Closer venues are either too small or not appropriate for our meeting.
- Community Pet Photo tab on website – Resident idea to set up a “community pet” tab on the website to help with community lost pets. Board approves. This resident is willing to do the photography for this site. Kathy will work with the volunteer on how to set up this voluntary program.
- Update on Techno Goober - Techno Goober is the SBHOA website hosting vendor. The board agreed to continue to work with Techno Goober for web hosting, helping with constant contact postings, and website needs.
- Update on new homes builds on Dogwood – The survey is complete and the infrastructure – electric and sewer and well – happen next. Board will continue to inform the residents on Dogwood, Mulberry, Locust, Linden, and Cedar as construction begins. Two homes will be built the first one will be a rental property.
- What if a resident would like to install an EV charging station? – The resident will be responsible for their EV station as the HOA has no common ground in Sandy Brae where it could be placed. The HOA does not need to be concerned about this issue.
- Need to send reminder email and create Facebook post about trailers and boats in driveways and yards. Kathy recommended we send out reminders to the residents since the changes to that covenant did not pass. A motion was made to table the discussion to the August meeting. Joanne made the motion, Lorie seconded, the motion passed.



Violations:

2 ongoing violations remain- fines continue and no communication/response from those residents continues. 1 notice for construction debris on front porch for months, 1 notice for continued van parking on front lawn, 1 notice for landscaping overgrowth above the windows, 2 notices for failure to report renter information, 1 notice for boat parked in driveway, 1 notice for violation of zoning for home-based business.

AR Forms:

- 34197 Dogwood – painting of shutters and door
- 34484 Spruce – replace gutters
- 34234 Beech - extensive tree work
- 34084 Mulberry – paint outside of the entire house, new roof, new HVAC
- 18204 Holly – paint house and shutters
- 34080 Beech – extend driveway matching existing concrete
- 34391 Postal – new fence
- 18201 Hickory - new fence and extensive tree and shrub removal

Resident comments: 8 thank you emails for fireworks notice; 3 emails about loose dog; 1 suggestion to the Board about owner pets; 1 need info for Delmarva Power tree trimming; 3 calls about trailer parked on the street; 1 call of concern about the foxes and skunks in the neighborhood

ADJOURN

Meeting Adjourned at 6:45PM