



SANDY BRAE HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

August 14, 2023 5:30-8pm ZOOM

MINUTES

Attendees:

Kathy Davison
Joanne Kempton
Lorie Seaman
Lisa George
Helena Hannah

Meeting called to order: 5:30PM

Approval of the July 2023 Board meeting minutes- Joanne first, Lisa second motion passed

President Remarks

- September Meeting – Kathy requested that due to the holiday and vacations, the September meeting be held via Zoom – Joanne made a motion, Lorie seconded, the motion passed
- Fireworks display schedule for July 4th: [https:// statefiremrshall.delaware.gov](https://statefiremrshall.delaware.gov) - This website lists every community and person who is allowed to shoot fireworks in Delaware.
- Discussion and update on the dog abuse case – All rescued dogs have been adopted/spoken for. The HOA attorney was consulted to ensure the HOA followed proper procedures in responding. We are working with all authorities to help bring these people to justice. Next step is working with owner of the property to ensure proper and safe remediation. Again, so proud of how neighbors from all over the community came together on this one.

Treasurer Report:

- **Present July financials** – Motion by Helena to approve the July financials, Lorie seconded, motion passed.
- **Update on any 2023 remaining unpaid dues** – Kathy has not had any replies from residents for unpaid dues and other collection issues. Cases will be sent to the HOA attorney to file a lien and garnish wages.
- **Update on unpaid violations** - Collection efforts continue, we have received nothing from attorney regarding proposed letters. No action will be taken by attorney at this time for the Pine house.
- **Update on actions taken by attorney: renting rooms; subletting; letters** – No information from attorney to date.
- **Discussion on unbudgeted tree removal on common land** – The quote was \$1880 for the tree removal; the deposit was made and we are waiting for date of removal. Kathy will contact the Plantation East residents effected.
- **Establish 2024 Annual Dues** – This is tabled to the October meeting; waiting for 3rd quarter financial reports. We can then determine if dues need to be raised.
- **2024 snow plowing discussion** – Joanne will contact current vendor and board members will contact Joanne with any possible contractors. The more developments are built the harder it is to get snow plowers



Old Business:

- **Update on resident request to add additional entrance sign**- We received a quote of \$2700 to add additional sign. Kathy made a motion to not add the additional sign, Joanne seconded, motion passed. We have no idea on the status of our side of Plantation Road DeIDot construction so not anxious to spend money on a sign right now.
- **Discussion on options explored for stop signs** – The price for 5 solar stop sign lights is \$435. Lisa and Joanne will meet and will present final proposal at October meeting for final vote.
- **Update on Pet Photo tab on website** – This was tabled to October meeting
- **Update on 2 new homes to be built on Dogwood** – Sussex County provided setback and diagram information to the HOA. DeIDOT driveway entrance has been informed of the construction. We anticipate a September begin. Still waiting for all the final paperwork for approval.
- **Update on Social Committee events:** Social committee is working on the bonfire. We will put to the HOA newsletter once date is confirmed. Halloween Stroll is October 29 Tim working on the status of the “hot dog guy”. Tim working on a “Meet & Greet” Nite at American Classic Golf for October 6; details to follow.
- **Discussion on contacting DeIDot to review road repair Phase 1 &2 - DeIDOT AUG Phase 1 – Sep Phase 2.** DeIDot has not been back to review and repair, Kathy will contact DeIDot to set up an onsite meeting with Lorie.

New Business:

- **Discussion on the use of profanity used on/in anything/anywhere on properties in the community** – This is tabled to the October meeting. The general rules need to be updated to include verbiage regarding profanity displayed on signage in the community. Helena will prepare language for approval to add to the general rules.
- **Sussex County Planning & Zoning back in the community** – Sussex County Planning and Zoning has been seen around the community checking on various issues. If you have a home-based business, are you following code? Do you have excessive obstructions in the ROW? Is your fence according to code?
- **Results of the community School Supply Drive** – The HOA had 17 bags to donate to the Lewes Senior Center for distribution to Cape Henlopen School District. Thank you to all who participated!
- **Update on houses renting rooms** – The HOA attorney is addressing these issues.
- **September Yard Sale logistics**- Lorie will place ads in the Cape Gazette on Sep 8 and 15. The signs will be put out on September 10th in the community. Helena and Lisa will count number of participants; Kathy will put new flyer on Facebook. Flyer will be e-blasted three times before the yard sale. Two other communities will have yard sales on the same weekend which will increase traffic.
- **Cup -R-Cone Nite e** – Next visit will be on Aug 16. Kathy will put a reminder on Facebook. And Tim will put out the signs.
- **September newsletter** – Kathy will work on newsletter in August. Featured will be residents who play music. Lisa will provide a compilation of holiday events(parades) in Lewes, and surrounding towns. Board will also provide suggestions for other articles such as Christmas and Thanksgiving recipes, and holiday traditions.

Violations: 2 ongoing violations remain- fines continue and no communication/response from those residents continues; 1 subletting; 1 renting rooms



AR Forms:

- 18354 Locust – new roof
- 34312 Beech Drive – replace deck skirting and make deck repairs
- 34096 Mulberry – new fence
- 34108 Juniper – extensive tree removal from backyard
- 18201 Hickory – new fence
- 34234 Beech – additional tree work and removal
- 34175 Beech – backyard tree trimming
- 18259 Holly – new garage door

Resident comments: 9 emails and 4 phone calls concerning the profanity used on the sign posted on a resident's fence facing Plantation Road; 3 emails of concern over rooms being rented; 6 emails car parked on the side of the house; 3 phone calls on machinery on front lawn; 6 emails about dogs on Maple; 2 calls about car parked in backyard on Mulberry

ADJOURN

Meeting adjourned at 6:45pm