



SANDY BRAE HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

November 13, 2023 5:30-8pm ZOOM

Minutes

Attendees:

Kathy Davison
Joanne Kempton
Lorie Seaman
Lisa George
Helena Hannah

Call the meeting to order –

Meeting called to order: 5:30PM

Approval of the October 2023 Board meeting minutes - Joann made a motion to approve the October 2023 meeting minutes, Lorie seconded, the motion passed.

President Remarks:

- **Vote to rescind policy item** – On July 18, 2022, the board passed a motion to reinstate the Vice-President position to the board of directors. Kathy made a motion to reverse the reinstatement of this position. The duties covered in that position are now being done on a project-by-project basis with outside vendors. Helena made a motion to remove the vice president position from the board of directors, Joanne second, and the motion passed.
- **Announcements board positions** – Director Lorie Seaman has tendered her resignation effective December 31, 2023 and Treasurer, Joanne Kempton tendered her resignation effective June 2024. President Kathy Davison announced last June this would be her final year on the Board and has resigned effective June 2024. These resignations will leave only two active board members and the position of president and treasurer unfilled. If no homeowners volunteer for board positions, action will need to be taken to fulfill legal obligations to have an active board with a minimum of 3 executive officers. If no one volunteers, it will become necessary to hire a property management company or property manager. This step will necessitate a steep increase in dues that will affect every homeowner. The board discussed ways for generate community interest in serving on the board. An appeal will be included in the 2024 dues invoice mailing.
- **Update on meeting with attorney reference Board status** – Kathy met with our attorney regarding the impact of two recent Board resignations, concern over the lack of community interest in serving on the board, and our options should we no longer have at least 3 executive board members thus rendering it impossible to have an HOA. He will attend the board meeting in December to discuss this current situation and other details surrounding this.

Treasurer Report:

- **Present October Financials** – No questions – Helena motioned to approve, Lisa seconded, the motion passed.
- **Update on any 2023 remaining unpaid dues and unpaid violations** – No questions, new letters have been sent to homeowners with unpaid invoices.
- **Update on actions taken by attorney** – Two new liens to be placed if the homeowners do not respond to the deadlines. The board also requested more feedback and a faster turnaround on the financial notifications and actions. Attorney will meet with the Board at the December Board Meeting to review next steps if there are no candidates for the Board.
- **Update on 2024 snow plowing company contract** – new 24 contract is complete



- **Update on 2024 common area mowing contract** – new 24 contract is complete
- Recommendation that we continue with the vendor for the mowing in 2025 and the snow plower, if he does a good job
- **Discussion on the 2024 Budget presentation date** – The treasurer responded to questions. Kathy made a motion to accept the 2024 budget as presented, Helena seconded, the motion passed.

Old Business:

- **Status on buying additional flashing lights for stop signs** – The board approved the purchase of 5 more lights; Lisa will order 5 more lights and install.
- **Social Committee: Update on the Halloween Stroll and Bonfire.** Halloween stroll went well and was well received; participation larger than last year. There will be no bonfire this year; it will be added to next year's planning.

New Business:

- **Discussion on adding two categories to add to the General Rules** – After discussion of the additions, Helena motioned for approval, Lisa seconded, the motion passed. The revised general rules will be posted to the SBHOA website.
- **Update on glofiber meeting with the community and follow-up** – The meeting with glofiber has taken place and the information they provided has been added to the HOA website put out on our Facebook page, and sent by email to all homeowners and renters. The HOA communication obligations have been met and glofiber will now respond to future questions and issues.
- **Location and date for 2024 Annual Meeting** – Kathy proposed holding the annual June meeting at Troop 7 as the facility is very close, free, provides technology to display information to attendees, and there is plenty of free parking. The proposed date will be Jun 8th, 2024.
- **Uncut grass on Postal Lane** - Kathy requested board approval to mow the lawn on Postal Lane that is over a foot high and charge the fee back to the homeowner. The board approved. Kathy will make one last attempt to reach the owners of the property before cutting.
- **Update on annual dues invoice and contents**, Lorie will do the mailing once invoices have been printed by Joanne. The mailing cover letter and board nomination form has been approved. Target mail date is Thanksgiving week.

Violations: 3 ongoing violations remain- fines continue and no communication/response from those homeowners continues; 1 email notice about boat in driveway; 2 emails about overgrown lawn.

AR Forms:

- Lot #1 and 2 on Elm Lane – new fence
- 34089 Beech DR – new fence
- 34539 Beech Drive – new roof
- 34226 Beech Dr. - extensive tree removal

Resident comments: 4 emails thanking for stop sign lights asking for additional ones; 3 emails thanking for glofiber presentation; 2 emails of inquiry about the status of the house with all the dogs; 3 complaints about fox in first section; 6 emails thanking for Halloween Stroll;

Adjourn: Meeting adjourned at 7:25PM