



**SANDY BRAE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 15, 2024 5:30-8 PM Zoom**

Attendees:

Kathy Davison
Joanne Kempton
Lisa George
Helena Hannah
John Kelly
Marty McDonnell
Jessica Harrison

Call the meeting to order: 5:30

Approval of the March Board meeting minutes – Helena made a motion to approve the March meeting minutes, Joanne seconded, all in favor, the motion passed.

President Remarks:

Apologize for many emails for this meeting, Kathy is working to include any upcoming issues for the new Board.

Treasurer Report:

- **Present March financials** - Lisa made a motion to approve the March financials, Helena seconded, the motion passed. The May financials will be presented at Annual Meeting in June.
- **Update on any 2024 remaining unpaid dues and discussion on turning these residents over to the attorney** – 7 residents with unpaid debt were submitted to the attorney; the HOA no longer communicates directly with these residents – all calls will be to the attorney.
- **Update on 2024 remaining rental forms** – HOA is still missing 2 forms and has received no response to the HOA emails and letters requesting them.
- **Snow Stakes removal and potential cost** – HOA only lost 16 stakes at \$7 each, the bill has been received and paid. HOA needs to work on getting snow plow contract for winter 2024 with current vendor in the near future to make sure we have his services next year.

Old Business:

- **Election Committee update on logistics**- Proxies and log in sheets are in preparation for the election.
- **Pumping Station cleaned up and entrance sign at Postal & Plantation cleaned up** – The pumping station was cleared of debris and leaves; the entrance sign at Postal and Plantation was trimmed up, dead plantings removed, and mulched. The Juniper neighbor to the right of the pumping station took down lots of dead trees which was a huge help.
- **Glofiber installation update** – There have been issues with disconnected internet and cable. Glofiber was responsive to all complaints. Glofiber has almost completed section two of Sandy Brae and digging on Postal Lane now.

- **Final approval on Annual Meeting materials, stuffing, mailing, and proxy.** – The documents are complete and need final approval from directors. Going to the printers tomorrow. The mailing will take place May 1-4, 2024.

New Business:

- **April drive around** – A landscape trailer has been parked on Beech for over 30 days. A letter was sent. Kathy will call and if the resident does not respond, a fine will be assessed. Flatbed trailer parked in driveway on Maple; resident notified for immediate removal.
- **Agenda for Transition Meeting #2** – Agenda was approved for the April 18th meeting.
- **Meeting with DelDot Subdivision Engineer for Maple Lane interconnectivity(drawing)** – Kathy spoke with DelDot and has received a map and picture of what the walkway will look like. Some of the new sidewalk will be on a current residents' property. Reed will remove the fence that is currently in place and will put up a 6ft vinyl fence around his entire property as well as clean out all the trees and overgrowth between the fences. Residents at the end of Maple very satisfied with DelDot meeting on site on April 17 and have information for future contacts if there are any issues. DelDot representative, Sarah Coakley, was very professional and well prepared for the meeting answering all the HOA and residents' questions. Kathy will follow up on finding out what needs to be done to get a guard rail at the end of the street,
- **July newsletter to be mailed out early June** – Newsletter will include the new directors and their board positions. Kathy will assist in preparing this newsletter to help with the transition to the new director who will be responsible for the newsletter going forward. This will be a large newsletter
- Additional discussion took place on complaints about parking situation on Dogwood, the next new build on Dogwood, and other construction projects in the works.

Violations: 7 reoccurring fines and liens and wage garnishment continuing

AR Forms:

34142 Juniper- dumpster for major interior work, new roof, new garage door and reconfigured, paint deck, paint outside door& shutters, and tree and shrub removal

18084 Elm – replace 7 windows

34246 Dogwood – garage roof repair

34233 Postal Lane – major tree and underbrush removal

18392 Linden – tree removal

34391 Postal – pod on front lawn 4/19 thru 6/1

34051 Birch – tree removal

18201 Hickory – extensive tree & shrub removal

Resident Comments: 5 complaints about cars parked in backyard; 2 complaints about people driving over open lots; 2 complaints dog off leash; 8 complaints about cars parked in front of the dead-end streets no parking sign resident Jay Abel has volunteered to correct the sign placement end of Locust.

ADJOURN – Meeting adjourned at 6:25PM