

Pembrook Farms
HOA Board Meeting 3/20/22

Notes

- Roll Call- All Members present
- HOA Work Plan- next 2 weeks
 - 3/27 – Establish all FAQs / Finalize Budget /Bank Account/ EIN #
 - 4/3 – First official community meeting
- Articles Reviewed 11-13
- Article 11
 - Section 1b- Entire Section-Update First Mortgage Holder to Homeowner
 - Section 1d- Update Declarant
 - Section 8- update to 30 -45 days for response time
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 - Do we need Workers Comp included in policy? If so how much coverage?
 - Section 3- Update to 90 days to repair -match timeline throughout Articles
 - Question for Lawyers- Do we have to pay taxes on land owned by HOA? Any past due taxes?
- Article 12
 - No change
- Article 13
 - Section 1- Ensure Legal descriptions is up to date
- Budget
 - Per Household
 - \$300 per Year- Payable semi Annually or Annually -Quarterly as needed per individual request
 - Beautification
 - Technology
 - **Need to finalize Breakout**
 - HOA Board yearly Budget
 - Beautification
 - Initial Clean up and Landscape
 - Includes 1 Pallet Bermuda Sod, 1 yard Brown Mulch, 6 bushes, 18 annuals, removing 6 existing bushes, Laying the sod, mulch, and flowers. Also moving all common areas and retention pond to 2.5” clean up trash.
 - (7-month Biweekly yard service)
 - Biweekly Service includes Mowing in front of the neighborhood, common areas, retention pond, and trim shrubs in front of the neighborhood.
 - Technology-
 - Legal fees
 - Management Fees

- Website and Maintenance
- Platform costs
- Insurance -
 - Need to get actual quote after we confirm coverage needed with Lawyers
- Community Meeting Cadence
 - Aligned on Quarterly Meetings with Community

Actions for Next Meeting

- Have 1st Announcement signs Posted by Monday 3/21/22
- Meet with Landscaping company for additional quotes- Saturday 3/19/22
 - Eloise, Angela and, Anthony Follow up on additional quotes
 - Eloise and Anthony to get Street Sweeper Quotes