

Pembrey Civic Association (PCA) Board Meeting Minutes January 24, 2019

At the home of Jon Matthews

Attending: Joe Thomson, Patrick Gray, Liz Eriksen, Peter Free, John Bagger, Jon Matthews

New Business

Budget

Jon Matthews reported on the budget, cost for snow removal is \$60 per household per year, dues are at \$50 annually, and discussion about increasing dues and what is fair. Board thinks it is in best interest to raise dues to create a surplus in order to make future improvements, looking to make improvements to the island, add curbs to preserve island and avoid damage from cars and trucks.

Board will finalize the annual budget at next meeting with the treasurer in attendance.

Sand Barrel

Sand barrel at main entrance needs to be requested annually by November 15, this is responsibility of the President to call State of Delaware.

Pembrey Website Management

Web administrator still needs to make changes to the Pembrey website, contact information needs to be updated for new and old neighbors. John Bagger hopes to obtain log on information from Paul Praveen in order to complete by the annual meeting.

-- Liz Eriksen will ask Paul Praveen for invoices for renewal of the website domain and ask him to assist John Bagger with logging on to make changes.

Architectural Review Committee

Discussion about roles and responsibilities of the architectural review committee (headed by Jeff Harper), determined that Jon Matthews would ask Jeff Harper to spell out a basic criteria and determine if there are any guidelines in the deed restrictions.

Next Meeting

Jon Matthews will schedule the next board meeting on a Monday in order to accommodate our treasurer and he will call New Castle County library to set date for the Pembrey Annual Meeting.

Winter Party

The Board is hoping to schedule a neighborhood party in early spring.

Officers

Board will begin looking for new members for the nominating committee

Next Meeting

Jon Matthews will schedule the next board meeting on a Monday in order to accommodate our treasurer and he will call New Castle County library to set date for the Pembrey Annual Meeting.

- Set agenda for Annual Meeting
- Set budget
- Send notice for annual meeting

Respectfully Submitted,

Liz Eriksen

PCA Secretary