

Pembroke Homeowners' Association

Annual Meeting Monday, October 7, 2024 at 7:30 p.m.

Holy Cross Lutheran Church, 7707 Market Avenue North, North Canton, OH

Annual meeting minutes:

Twenty-four (24) Pembroke homeowners attended the meeting as listed on the (attached) sign-in sheet including: Barry Kuwatch, George Kutinsky, Barry and Desireé Kindy, Mike and Marie Hoeprich, Tony Haeufgloecker, John Abbott, Jerry Looby, Gregg Schorsten, Dennis Baden, Jeff and Lynn Hill, Dave Wernet, Steve and JoEllen Klco, Marian Henderson, Barbara Dupaski, Rececca Baden, Marc and Lori Shirley, Kyle Dreger, Dennis Palomba and Jim Williams.

The sign-in sheet was available at a table at the entrance to the meeting room. At the sign-in table there were also copies as handouts of the following: the 2024 Annual meeting agenda; the Pembroke HOA's 2023/2024 Statement of Income (the latter handout, dated 10.01.2024); the 2023 Annual meeting minutes; the Pembroke Mailbox Standard detail and the Pembroke Covenants and Restrictions (C&Rs). [All of these documents will be attachments to the Annual meeting minutes for future reference, except for the Pembroke C&Rs.]

Annual meeting Opening Comments and Welcome

Lori Shirley opened the meeting and welcomed the attendees. She introduced herself by saying she is currently serving as the appointed President. Next, she introduced the other HOA Board members: Dennis Palomba, Dave Wernet, Kyle Dreger and Nathan Yantzer.

Lori said that Ms. Brook Harless, a current Plain Township Trustee and invited speaker was ill today and unable to attend the meeting. Ms. Harless did however, pre-arrange for two Township staff members to attend and discuss activities in their respective departments.

Plain Township Staff

The first staff member, Mr. Rob Steinberg, the Township's Parks Director, introduced himself. Mr. Steinberg briefly explained Capital projects in the department, including a new roof on the barn at Diamond Community Park and several upgrades to the amphitheater with grant funds. He has 6 full-time employees and 1 part-time staff assistant. There were no questions from the residents for Mr. Steinberg.

The Township's new Highway Superintendent, Mr. Drew Xeloures, introduced himself. He explained his department recently revamped their permit process. Residents can go to the Township website at: www.plaintownshipstarkoh.gov "Report a Problem" and send a photo. He has 17 staff members. Next, he took questions from the homeowners. Lynn Hill of 1265 Danbury Road said in the recent sewer line replacement project this summer, the contractor

removed a large section of the asphalt curb, most of which is on her next door neighbor's property at 1277 Danbury Road. She asked what the contractor is required to do to restore the curb? Mr. Xeloures said he will talk to the contractor about the situation and the Stark County staff member. Next, he said the entire neighborhood's streets will be repaved next year. Barry Kindy asked whether the asphalt curbs will be replaced overtime? Mr. Xeloures said they're looking for a local contractor with the asphalt mix needed. Dave Wernet asked a question about the Township's yard waste facility. Mr. Xeloures said that question can be answered by Township administration staff. He concluded his comments with a brief explanation of their snow removal program and recent upgrades to equipment.

Stark County Deputy Sheriff's presentation with Q and A session

The third guest speaker, Deputy Sheriff Vaugh, introduced himself with the Stark County Sheriff's Office. He gave a brief overview of crime in Stark County and whether Pembroke has had any such concerns; he said, no, your neighborhood only has periodic calls to our dispatcher(s) regarding both non-emergency and emergency situations, compared to other neighborhoods in this area of the county. He reminded residents all vehicles parked outside should be locked at all times and any valuables should be put in the trunk, out of sight. An unidentified resident asked about the mobile speed limit signs on Applegrove Street, and whose jurisdiction are these in? Deputy Vaugh said it depends on where these are located because there's 2 jurisdictions along this road. He said at the Marquardt Road/Applegrove Street intersection, and west of it is the city of North Canton's jurisdiction and the city has used these speed limit signs inside their jurisdiction. He said east of this intersection is the county's jurisdiction and he was unaware of such signage in use by the county.

Lori thanked the two Township staff members and Sgt. Vaugh for their attendance and comments.

Pembroke HOA Business meeting

Following the Annual meeting agenda, Lori opened the HOA business meeting. She said based on the number of proxy ballots that have been received by earlier today and the number of homeowners at the meeting tonight, a quorum was present. Lori turned the floor over to Nathan Yantzer to give the Treasurer's report: Statement of Income and 2024/2025 budget. Barry Kindy asked if funds are budgeted to paint the white mailbox posts? Dave Wernet discussed an approach after determining how many mailboxes have white wood posts. Barry suggested budget for 15 to 20 mailboxes each year. Dennis Palomba said the Board has discussed this the past couple of years.

Lori introduced Dennis Palomba and he explained his work regarding landscape maintenance and weeding of the flower beds around the monumental entrance signage at the main entrance on Market Avenue at Winstead Boulevard; and, the landscape island in Colebrook Circle. He said each spring time he sends out letters to the homeowners with monumental entrance signs/flower beds on their lots, to remind them not to discharge grass clippings into the flower

beds. He also said the Board hires a landscape company to weed and mulch the flower beds and maintain the vegetation on the sides and in front of the Pembroke signs.

Next, Lori introduced Kyle Dreger, Secretary. She said Kyle took the lead this past spring and produced the two-page 2024 Pembroke Post. She praised him for his work on the newsletter and also for his creation of the neighborhood website with the link for electronic payment of HOA annual dues. Kyle said he was happy to join the Board late last year. He said he has a background in Computer Sciences and was happy to help the Board with the website.

Lori briefly summarized the effort earlier this year by the Board to enforce the Pembroke C&Rs. She said there were various types of trailers (on a short list of homeowners' properties) in violation with the trailers section of the C&Rs. She said earlier this year she took the lead and began writing letters to these habitual offenders, to engage them in conversation to discuss how each homeowner could cooperate and bring their situation into compliance with the C&Rs. She said as of October 1, 2024, 5 of the 6 homeowners have brought their properties into compliance. She said the 6th homeowner didn't address complying with the C&Rs. She said this homeowner has received an invoice for the violation. She thanked the 5 homeowners who took corrective action on their properties and cooperated, so no violations exist. She said after the effort that began earlier this year, she told the Board at their last and most recent meeting before the Annual meeting, that it was a good feeling to be able to report back to the homeowners at tonight's Annual meeting that 5 of the 6 homeowners have cooperated. She also praised the other Board members because, this was a team effort by the Board to address this situation in a steady, methodical way.

Marc Shirley asked Lori to explain the situation at one property in the neighborhood where there was an abandoned van in the driveway for a long period of time. Lori said the property owner was the first among the habitual offenders. She said this situation was a Plain Township Code violation. She said after several attempts to contact the property owner were unsuccessful, she contacted Plain Township Zoning Department and on behalf of the Pembroke Board, she filed a complaint about the abandoned vehicle. Plain Township staff contacted the property owner. The property owner cooperated with the Township staff and removed the vehicle.

Barb Dupaski asked if the Board could remind homeowners about returning their trash cans to their garages after the trash haulers have picked up their trash? Lori said the Board can post a reminder on the Facebook private group. Lori also noted the 2024 Pembroke Post newsletter did have a reminder about empty trash cans at the curb, long after these have been emptied.

There were no other questions or comments from the residents.

Lori said a vote had to be taken on the proposed 2024/2025 Budget that was prepared by Nathan. Mr. Haeufgloeckner made a motion to approve the proposed 2024/2025 Budget. Marc Shirley seconded the motion. There was no discussion of the motion. The motion was approved by a show of hands among a majority of the homeowners.

Lori said a vote has to be taken on the Pembroke 2023 Annual meeting minutes (copies/handouts were available at the sign-in sheet table). Barry Kindy made a motion to approve the 2023 Annual meeting minutes, as written. The motion was seconded by Marc Shirley. There was no discussion of the motion. The motion was approved by a show of hands among a majority of the residents.

Election of Three Board members

Lori said there are 3 Board members on the ballot tonight. She said before the vote is taken, she stated the Board needs help because, Nathan Yantzer, the Board's Treasurer will be stepping down. She said he and his family are moving to another neighborhood. She encouraged the residents to please consider joining the Board, if you're able. She said the Board meets only 3 or 4 times a year (not including the Annual meeting) and being on the Board is not time consuming. Lori said we need a motion to vote on the 3 Board members on the ballot for their respective positions. Barry Kuwatch made a motion to approve the 3 Board members on the ballot. The motion was seconded by Marc Shirley. There was no discussion of the motion. The motion was approved by a show of hands from a majority of the homeowners.

Meeting Adjourned

The meeting was adjourned at approximately 8:31 p.m.

Attachments:

2024 Pembroke Annual meeting Sign-in sheet

2024 Pembroke HOA Annual Meeting Agenda

Pembroke HOA Budget - Statement of Income dated 10/01/2024