

Pebble Creek Homeowners Association  
Board of Directors meeting

The January meeting was held at the First Baptist Church of South Brevard, Room 309, Tuesday January 10, 2017.

Directors attending:	President	Leon Crocker
	Vice President	Henry A Champagne
	Treasurer	Mandy Cox
	Secretary	Torleif Gundersen
	ARC Chair	Joe Schwieger
	Directors	Donna Nowak & John Nowak
	Director	Roland Verduyn
	Director	Rex Benedict

Meeting was called to order by President Leon Crocker at 6:35 pm.

**Secretary's Report:**

Minutes from the December meeting were handed out.

Rex made a motion to accept the minutes as read. The motion was seconded by Mandy. All were in favor.

**Treasurer's Report:**

The December Treasurer's report was handed out.

No payments received during the month of December.

Normal disbursements were made in the month of December.

Rex made a motion to accept the treasurer's report as read. The motion was seconded by Joe. All were in favor.

Mandy made a motion to transfer \$6000 of the \$9,890.67 in our checking account at the end of 2016, into the savings account. The motion was seconded by Rex. All were in favor.

**Collections Update:**

As of 12/31/2016 only 2940 Pebble Creek St. is outstanding for 2016 dues, with a balance of \$156.50.

No properties are currently being handled by Clayton & McColluh for collection.

## **Architectural Review Committee Report:**

Joe Schwieger, our new ARC chair, is going to start doing walk through inspections in January. He takes notes of violations on paper, then prepares a copy for Torleif, who in turn will keep those and transfer them into electronic records.

Some discussion was had regarding the enforcement process with notices and fine meetings. It was agreed that all properties will start with a clean sheet in regards to violations, from this date January 10, 2017.

A brief overview of the Architectural Review Committee purpose, responsibilities and enforcement process has been agreed on by the directors. This is meant to serve as a roadmap for the ARC and to make the process more transparent for the homeowners. The ARC page on our website can be found at this address:  
<http://pebblecreekofmelbourne.com/bod/arc>

## **Old Business:**

### ECOR (Lake Area Fertilization and Insect Control):

Mandy has not had the chance to get in touch with ECOR about this. Tabled for now.

### Declaration of Covenants Amendments:

A discussion was had regarding how to offer notary services for completing the forms and making them legally binding.

Mandy suggested we mail the forms along with an introduction letter, to all homeowners by the end of February, notifying everyone that a special meeting will be held on March 14th, 2017, where a notary and two witnesses will be available, free of charge, for anyone that wants to come in and sign their forms and add their support for the amendment.

A Special Meeting for Notarization of Covenant Amendment forms will be held on March 14, 2017 at 7 pm at South Brevard Baptist Church, room #309.

The regular Director's meeting will be held at 6 pm, before the special meeting.

## **New Business:**

### BCAM Membership for 2017:

Henry supplied the forms for directors to provide their info for BCAM. BCAM requires the minimum of three directors' information along with a membership fee of \$10 for the 2017 membership. There is a seminar on Saturday January 14, that Henry is planning on attending. All agreed that directors should get reimbursed for any expenses related to going to the BCAM meetings.

The meeting was adjourned by Leon at 7:25 pm.

Next Meeting will be held at 6:30 pm on Tuesday, February 21, 2017 at the First Baptist Church, Room 309. (2nd Tuesday falls on Valentines Day)