

**BOARD OF DIRECTORS MEETING
GREENBRIER PROPERTY OWNERS ASSOCIATION, INC
November 20, 2014**

OPEN FORUM:

Called to order at 7:00 pm by Debi Jones, President. Members present: Ken Belkofer, Edward Betz, Judy Shangraw, David Englehart and Sandy Daniels. Member Absent: Melvin Parker. Office staff present: Lori Anthony, and Marie Belkofer.

Homeowners present: Aaron Varley and Robert McRoberts.

Chesapeake Police Officers: Officer Rocca.

Open forum adjourned at 8:06 pm.

DIRECTORS MEETING:

Called to order at 8:06 pm by Debi Jones, President. Members present: Ken Belkofer, Edward Betz, Judy Shangraw, David Englehart and Sandy Daniels. Member Absent: Melvin Parker. Office staff present: Lori Anthony, and Marie Belkofer.

VIOLATION REPORT: Lori presented September's Violation Report.

TREASURERS REPORT: Lori presented October's Treasurer's Report. Judy made a motion to accept the Treasurer's report, Ed seconded the motion. Treasurer's Report approved.

COMMITTEE REPORTS:

ARC: Holiday decorating contest judging will be December 13th, 2014.

Playground Committee: Plans for 5 Acre Park will be addressed in 2015.

Nominating Committee: No Report.

Long Term Planning Committee: No Report.

MANAGER'S REPORT: Lori - The violation report was reviewed. 190 total properties are on the report. There are 102 assessment accounts that are delinquent.

UNFINISHED BUSINESS:

1. Erosion Concern at Turtle Rock: This area will be addressed in the spring. The area was reviewed with Atlantic Landscape Management. They suggested raising the tree canopy as well as refraining from mowing under some of the trees. They will propose ideas for installing mulch, adding plants, etc. to be completed in the fall. *Update:* On hold, a new landscaping contractor is in the process of being selected.

2. Adopt-A-Spot: On hold. This will be added to the specifications for a new landscaping contract.

3. Townhome Revitalization Program: It was suggested that the Board consider a test program for Woodgate Commons. The goal of the program is to improve the aesthetics in the neighborhood. Architectural standards that specifically define colors and styles of doors, shutters, roofs, styles of fencing, and number of evergreen bushes, etc. could be developed as well as looking at rental caps and other use restrictions. Common Ground improvements including adding landscaping, removing nuisance trees, adding signage, etc., could be considered. Legal advice would be necessary. A recommendation was made to change the name from Woodgate Commons Test Program to include all townhome neighborhoods.
Update: no update at this time.

4. Landscaping Improvement Projects: Several common ground areas have been identified with Atlantic Landscape that need upgrading. The following list was sent to them and we are awaiting their proposal:

- a. Along Eden Way near Cypress Place there is a lot of erosion. Add soil and seed – may need some type of ground cover? Suggestions?
- b. Along Eden Way behind Cedar Mill Square at Mill Quarter – soil washes all over the sidewalk during most rains. The back of the homes need screening? More wax myrtles? A ground cover? Suggestions?
- c. In Woodgate Commons, along Woodgate Arch, just past Fawnwood Common/beside 2032 Woodgate Arch – the back of the homes on Fawnwood need to be screened from the view from Woodgate Arch. Can we add a few crape myrtles? Suggestions?
- d. In River Birch, around River Birch Court – add a crape myrtle to one of the corners?
- e. At the end of River Birch Run South, in the large traffic island – additional shrubs or trees with mulch rings?
- f. In Turtle Rock, behind 1104 Turtle Rock Trace – there is a lot of erosion around the trees. Suggestions for stopping or slowing this down?
- g. Along River Birch Run North behind Gatewood Court in Logan’s Mill – an electrical box is extremely overgrown with honeysuckle and other vegetation. Can this be removed and something planted a little further away that will still screen it from the street?
- h. In Cypress Place, behind 1306 Cypress Place is a French drain. We just had it cleaned out, but the area around it still holds water. Can liriopie or something else be planted around it that will keep the leaves and grass clippings out of it?

- i. In Mill Quarter, on the private streets around the mailboxes and other areas near the street – what can we do that will discourage people from placing trash in the area and yet still make it easy to walk around the mailboxes?

Update: On hold until a new landscaping contractor is selected.

5. By-Law Change for Annual Meeting: At the September Board Meeting it was suggested the time for the Annual Meeting might be changed from 8:00 p.m. to 7:00 p.m. The By-Laws were distributed to the Board Members to review for other items that may need to be changed at the same time. *Update: Consider adding to the By-Laws the capability of Board Members to vote by teleconference and email.*

New Business:

- 1. Homeowner Request:** A violation letter was sent to the owner at 1205 Mill Stream Way regarding a picnic table and brick pavers in the front yard. They are requesting an exception due to his disability. A motion was made to have the homeowner remove the picnic table and pavers from the front yard. Ken made the motion and Sandy seconded, Motion Approved.
- 2. Employee Evaluation Committee:** A committee needs to be formed to evaluate the job performance of the two employees. Debi, Judy and Sandy volunteered to be on the committee.
- 3. Miscellaneous:** None.

Ken made a motion to adjourn the meeting and Sandy seconded the motion.

Meeting adjourned at 8:33 pm.

Executive Board Meeting:

Called to order at 8:34pm to address Homeowner legal matters.

Ken made a motion to adjourn the meeting and Sandy seconded the motion.

Executive Board Meeting adjourned at 8:40 pm.

Ed Betz, Secretary

Debi Jones, President