

**BOARD OF DIRECTORS MEETING  
GREENBRIER PROPERTY OWNERS ASSOCIATION, INC  
February 18, 2016**

**OPEN FORUM**

Called to order at 7:00pm by Debi Jones, President. Members present: Melvin Parker, Judy Shangraw and Sandy Daniels. Members absent: Edward Betz, Ken Belkofer and David Englehart. Office staff present: Lori Anthony and Marie Belkofer. Homeowners present: None. Guests: None.

Open forum adjourned at 7:00pm.

**DIRECTORS MEETING:**

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

**January Minutes:** A motion was made by Judy to accept the January minutes and Sandy seconded the motion. Motion passed.

**TREASURERS REPORT:** A motion was made by Sandy to accept the Treasurer's report and Melvin seconded the motion. Motion passed.

**COMMITTEE REPORTS:**

**ARC:** Debi Jones – No report.

**Playground Committee:** Marie Belkofer – We are working on getting the information for the 5 Acre Park project. The Committee will meet on February 22, 2016.

**Nominating Committee:** Melvin Parker – No report.

**Long Term Planning Committee:** Ed Betz – No report.

**MANAGER'S REPORT:** Lori - Violation report reviewed. There are a total of 197 properties on the list with 62 new properties added since the January meeting. There are 489 assessments that have not been paid which were due January 31, 2016. Second notices will be mailed out by February 22<sup>nd</sup>. Lori informed the board that she has had owners request that GPOA intervene in issues between neighbors regarding fence, tree, or other one-on-one disputes. The board stated that GPOA should not send letters or become involved in such matters.

**UNFINISHED BUSINESS:** None

**New Business:**

- 1. CPA Tax and Audit Proposal:** A proposal from E. Clifton Ingram, Jr., CPA for the 2015 year was submitted to the board. The price increased \$50.00 for a total of \$2,500.00 to do the 2015 annual financial statement preparation, corporate, state and federal tax preparation and audit. The board discussed getting quotes for the CPA work for tax year 2016. Melvin made a motion to accept the proposal for the 2015 CPA tax and audit and Judy seconded the motion. Motion passed.
- 2. Landscaping projects proposals:** Town Scapes submitted two proposals for improvements on the common grounds. The proposal for Greenbrier Enhancements for a cost of \$9,651.30 was discussed. The board would like Overcup Oaks to be replaced with Evergreen or Live Oak trees. Melvin made a motion to accept the Greenbrier Enhancements proposal with the changes and Sandy seconded the motion. The motion passed. The proposal for Pond Clean-up for Eden Way/Footbridge area (\$8,095.00) and Logan's Mill (\$3,240.00) at a cost of \$11,335.00 was discussed. Judy made a motion to accept the Pond Clean-up proposal and Melvin seconded the motion. Motion passed.
- 3. Executive Session for Covenant Enforcement:** The Board of Directors discussed this matter and wants the properties in question to be forwarded to the attorney for legal action.
- 4. Reserve Analysis Report:** Lori presented the reserve report to the board.
- 5. Miscellaneous:** None.

Meeting Adjourned at 7:48pm. Melvin made a motion to adjourn the meeting and Judy seconded the motion. Motion passed

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Scribed by Marie Belkofer for Sandy Daniels, Secretary

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Debi Jones-President