

**BOARD OF DIRECTORS MEETING  
GREENBRIER PROPERTY OWNERS ASSOCIATION, INC.  
January 18, 2018**

**OPEN FORUM**

Called to order at 6:57pm by Debi Jones, President. Members present: Melvin Parker, Judy Shangraw, Natalie Hale, Donnell Parham and Sandy Daniels. Members absent: Bill Lawton. Office staff present: Lori Anthony. Guests: Corenthia White, Rhonda Parham, and Chesapeake Police Officers Brian Beby and William Whisenant. The Police Officers discussed crime in the area and answered questions about traffic concerns and enforcing the new panhandling ordinance. Open forum adjourned at 7:26pm.

**DIRECTORS MEETING**

Called to order at 7:26pm by Debi Jones, President. Members present: Melvin Parker, Judy Shangraw, Natalie Hale, Donnell Parham and Sandy Daniels. Members absent: Bill Lawton. Office staff present: Lori Anthony.

**December meeting minutes:** A motion was made by Donnell to accept the minutes with one minor change. Judy seconded the motion. Motion passed.

**Treasurers Report:** Lori reviewed the year-end report and noted the expense line items over budget. Overall all expenses are in line. Donnell made a motion to accept the Treasurer's report. Sandy seconded the motion. Motion passed.

**COMMITTEE REPORTS:**

**ARC:** No report.

**Playground Committee:** Melvin stated a playground committee meeting will be held on February 13, 2018, at 11:00am.

**Long Term Planning Committee:** No report.

**MANAGER'S REPORT-** Lori stated the violations report was not updated due to the holidays and weather. Assessment accounts are not due until January 31, 2018, so the total number of unpaid accounts has not been calculated.

**Unfinished Business**

**1. City trashcans for townhome neighborhoods:** The River Birch Run and Mill Quarter neighborhoods have received the automated trashcans and the transition appears to have gone smoothly. The paperwork from the City was signed by the Board members to begin the transition in Woodgate Commons.

## **New Business**

**1. Miscellaneous:** Lori presented a proposal from Clifton Ingram, Jr., CPA, that outlines the cost of preparation of the 2017 financial statements, the audit and the preparation of the Federal and State corporate taxes. The fee is \$2500.00 and is the same as last year. A motion was made by Melvin to accept the proposal. The motion was seconded by Natalie. Motion passed.

Donnell inquired about a tree on the common ground behind his fence that needs to be trimmed. Lori will check and contact the tree service company.

Melvin inquired about how the new tax laws may affect the Association and asked Lori to check with the CPA.

Debi stated she would like to evaluate the number of sick and vacation days the Association employees earn. A committee consisting of Debi, Melvin, Donnell and Sandy was formed to review this employee benefit.

A motion to adjourn the Board meeting at 8:08pm was made by Melvin and seconded by Natalie. Motion passed.

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Sandy Daniels, Secretary

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Debi Jones, President