

**BOARD OF DIRECTORS MEETING  
GREENBRIER PROPERTY OWNERS ASSOCIATION, INC.  
March 15, 2018**

**OPEN FORUM**

Called to order at 7:00pm by Debi Jones, President. Members present: Melvin Parker, Judy Shangraw, Natalie Hale, Donnell Parham, Bill Lawton and Sandy Daniels. Members absent: None. Office staff present: Lori Anthony and Marie Belkofer. Guests: Officer Conaway, Officer Jennings and Corenthia White.

Officer Conaway and Officer Jennings from the Chesapeake Police Department, 5<sup>th</sup> Precinct gave an update on our neighborhoods. Ms. White wanted to hear what was new within our neighborhoods. Open forum adjourned at 7:16pm.

**DIRECTORS MEETING**

Called to order at 7:17pm by Debi Jones, President. Members present: Melvin Parker, Judy Shangraw, Natalie Hale, Donnell Parham, Bill Lawton and Sandy Daniels. Members absent: None. Office staff present: Lori Anthony and Marie Belkofer. Guest(s): Corenthia White.

**February meeting minutes:** A motion was made by Bill to accept the minutes. Judy seconded the motion. Motion passed.

**Treasurers Report:** Lori reviewed the February report. A motion was made by Donnell to accept the report. Natalie seconded the motion. Motion passed.

**COMMITTEE REPORTS:**

**ARC:** The Committee will discuss when to start the Yard of the Month program, either in May or June.

**Playground Committee:** Marie gave an update from the committee's meeting with Mike Young from Playground Specialists, Inc. Mike submitted proposals for the 5 Acre Park project. The quote for the second phase is \$18,548.58 and a quote for the third phase is \$13,282.51 for a total of \$31,831.09. If both phases are done at the same time he quoted a price of \$30,176.03, a savings of \$1,655.06. The Board asked for quotes from other playground companies. Debi asked to be on the playground committee.

**Long Term Planning Committee:** Bill gave an update on the Mill Quarter/Eden Way landscape project. The proposed work is completed except for fall seeding and additional shrubbery and decorative landscape fencing will be added when the budget allows. The committee will meet next on March 19, 2018, at 7:00pm after the ARC meeting.

**Employee Benefits Committee:** Debi set the next meeting for March 22, 2018, at 5:00pm.

**MANAGER'S REPORT** - Lori stated the violations report was attached separately. As of this meeting, there are still 173 assessment accounts not paid that were due January 31, 2018. The final notice letter has been mailed. Accounts that are not paid will be forwarded to Tiffany and Tiffany P. L. L. C. for collection.

### Unfinished Business

**1. Erosion behind 1309 – 1315 Cypress Place:** The common ground shows significant erosion behind these homes. The slope down to the lake is just a few feet from the sidewalk in some places. Lori is trying to contact Rick Bartlett with Professional Construction Consultants.

### New Business

- 1. Disclosure Packet Fee:** The Board reviewed the fees that are permitted to be charged for disclosure packages per the Virginia Property Owner's Association Act. No action at this time. They will review again in 2019.
- 2. Budget Committee:** A committee needs to be formed to determine if an assessment increase is needed for 2019. Homeowners are welcome to participate and this will be posted in the BrierPatch. All Board members are on the committee. The first meeting is scheduled for June 7, 2018, at 6:30pm.
- 3. Tenant Information Forms:** Second letters were mailed to owners of rental property requesting the information. There are 254 owners that have not returned the required form. The office will be mailing out a third request letter.
- 4. Miscellaneous:**

Lori – The fence issue in Turtle Rock was dismissed by the court. The fence at Weber Park needs to be replaced. Lori has a quote from Harry Murphy with A-Murphy Fence Company for \$3,550.00. If we remove the old fence the cost would be \$2,800.00. Melvin made a motion to accept the quote of \$2,800.00. Natalie seconded the motion. Motion passed. In 2016 the concrete sidewalk behind one building on one side of Mill Stream Way was poured again to correct a drainage problem. Now the other side needs to be poured again. A quote from Branche Industries was received to correct this issue for \$4,250.00. This is a Mill Quarter Reserve expense. A motion was made by Donnell to accept the quote and Bill seconded the motion. Motion passed.

A motion to adjourn the Board meeting at 8:58pm was made by Bill and seconded by Donnell. Motion passed.

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Sandy Daniels, Secretary

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Debi Jones, President