

**BOARD OF DIRECTORS MEETING
GREENBRIER PROPERTY OWNERS ASSOCIATION, INC.
September 20, 2018**

OPEN FORUM

Called to order at 7:14pm by Debi Jones, President. Members present: Judy Shangraw, Sandy Daniels, Bill Lawton, Melvin Parker, Donnell Parham and Natalie Hale. Members absent: None. Office staff present: Lori Anthony. Guests: Alan Stcy, James Pugh, Gary and Norma Murff, and Corenthia White.

Members attended to: observe the meeting, meet the Board and talk about community programs. Open Forum adjourned at 7:20pm.

DIRECTORS MEETING

Called to order at 7:20pm by Debi Jones, President. Members present: Judy Shangraw, Sandy Daniels, Bill Lawton, Melvin Parker, Donnell Parham and Natalie Hale. Members absent: None. Office staff present: Lori Anthony.

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

Treasurers Report: Lori reviewed the August report. A motion was made by Bill to accept the report. Donnell seconded the motion. Motion passed.

COMMITTEE REPORTS:

ARC: Debi said the Yard of the Month program is over for the year. She discussed the Holiday Decorating Contest and asked if the Board would consider that each neighborhood winner receive a \$25.00 gift card. A motion was made by Sandy to purchase 12 \$25.00 gift cards. Bill seconded the motion. Motion passed.

Playground Committee: Melvin reported that the 5 Acre Park playground has been completed and that the committee will begin looking at a pavilion for the area. The fence needs secured at the park where the posts had to be removed for equipment installation. Melvin and Bill offered to repair it.

Long Term Planning Committee: No report.

Manager's Report - Lori distributed copies of the violation report separately. There are 235 properties listed on the report.

Unpaid assessment accounts: As of 9/18//18 there are 180 assessment accounts that are delinquent.

Unfinished Business

- 1. Erosion behind 1309 – 1315 Cypress Place:** The preliminary site plan prepared by Eric Bartlett was reviewed. An area of concern is behind 1311 – 1313 Cypress Place where there is very little ground between the sidewalk and the lake. Eric Bartlett will set up a meeting with the City to review the area. Melvin and Bill would like to attend the meeting and to be notified when it is scheduled.
- 2. GPOA Office Policy and Procedure:** The revised policy regarding “Violation Hearings” was reviewed. A motion to approve the policy was made by Donnell and seconded by Bill. Motion passed.

New Business

- 1. Radio Antennae Information:** Information regarding ham radio antenna was discussed. At this time the Federal Communication Commission’s declaratory ruling, referred to as PRB-1 will be followed. Any antenna installations requests will be reviewed by the ARC. Motion made by Bill and seconded by Natalie. Motion passed.
- 2. CPA Standard Letters:** Three letters from the CPA that accompany the financial statements were reviewed. The letter regarding the responsibilities of the CPA and the Board of Directors was approved with the motion made by Bill and seconded by Natalie. Motion passed.
- 3. Election of Officers:** The GPOA Bylaws require that the Officers of the Association are to be elected at the Board meeting that follows the Annual Meeting. A motion to elect Debi as President was made by Sandy and seconded by Judy. Motion passed. A motion to elect Judy as Vice President was made by Debi and seconded by Sandy. Motion passed. A motion to elect Natalie as Secretary was made by Debi and seconded by Bill. Motion passed. A motion to elect Melvin as Treasurer was made by Debi and seconded by Donnell. Motion passed.
- 4. Miscellaneous:** The Annual Meeting minutes from September 18, 2018, were reviewed. A motion was made by Melvin to accept the minutes. The motion was seconded by Donnell. Motion passed.

A brief discussion was held concerning credit card acceptance, alternate methods for distributing the newsletter and changing the By Laws to increase the number of Board Directors. These items were asked to be placed under New Business for a future meeting.

A motion to adjourn the Board meeting at 8:39pm was made by Melvin and seconded by Natalie. Motion passed.

Sandy Daniels, Secretary

Debi Jones, President