

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

**OPEN FORUM**

**Called to Order:** 7:01 pm by Debi Jones, President. Board members present: Judy Shangraw, Melvin Parker, Bill Lawton, Donnell Parham and Natalie Hale. Members absent: Sandy Daniels. Office Staff present: Lori Anthony. No guests present, however Chesapeake City Police Officers Lawrence and West arrived later and discussed homeowners concerns from the last meeting. They recommend that residents call the police immediately if they witness trespassing or vandalizing. They report that due to the holiday season there seems to be an increase in car vandalizing.

Open Forum adjourned at 7:02 pm.

**DIRECTORS MEETING**

**Called to Order:** 7:02 pm. By Debi Jones. Board members present: Judy Shangraw, Melvin Parker, Bill Lawton, Natalie Hale, and Donnell Parham. Members absent: Sandy Daniels. Office Staff present: Lori Anthony.

**October meeting minutes:** Corrections: Spelling error in New Business item 5. A motion to accept the minutes with correction was made by Donnell and seconded by Melvin. Motion passed.

**Treasurers Report:** Lori reviewed the October report and bank balances. Lori also reviewed liability insurance; it is time for bids for next year. She will have information at the December meeting. A motion to accept the report was made by Bill and seconded by Natalie. Motion passed.

**COMMITTEE REPORTS:**

**ARC:** Debi-no report

**Playground Committee:** Melvin- no report

**Long Term Planning Committee:** Bill: The addition of shrubbery behind Cedar Mill Square along Eden Way North has been completed.

**Managers Report:** Lori distributed the violation report. 148 properties are listed on the report. There is an increase in letters for properties that have siding that needs to be cleaned. Discussion followed regarding letters addressing seasonal issues for siding cleaning, etc.

**Unfinished Business:**

1. **Erosion Behind 1305-1315 Cypress Place-** Eric Bartlett has presented information regarding the area of concern to the City and inquired as to a waiver to build erosion prevention out into the lake. The City denied the request. The City will require that a fence be installed in front of the rip rap in this area. Eric has inquired if a bulkhead might

be considered and the Board is requesting both options be listed on the plans. Other options to investigate are if the sidewalk can be relocated or easements granted from adjacent property owners. Lori will follow up with Eric regarding all options.

2. **GPOA Office Policy and Procedure:** "Job Evaluations and Benefits"- please provide any information to Lori. If Board members need printed material regarding the policy Lori will provide a copy.
3. **Credit and Debit Card Information:** Bill, Lori and Marie met with representatives of Towne Bank and First Data Genesis. A compilation of costs for each was presented. The Board recommends exploring more options.
4. **Newsletter Distribution Methods:** Reviewed cost analysis overview for the last three years. Discussion regarding number of hard copy mailings that are necessary and costs involved. At this time, the newsletter will not be printed but updates will be available on the website.
5. **Number of Board Members:** GPOA has been advised by our attorney to reconsider the proposed bylaw change to increase the number of board members. If a number range was determined to be the desired change to the bylaw it could be considered by members as subjective based on the potential for the number of directors to change. This would also mean the required quorum would change and in addition a higher number of directors could make conducting Association business burdensome. A motion was made by Melvin to keep the number of directors as is and was seconded by Judy. Motion passed.

## **New Business:**

1. **Community Service Programs:** Melvin- tabled for December meeting.
2. **Disclosure Package Fees:** Motion to increase fees to \$125.00 made by Melvin. Seconded by Donnell. Motion passed.
3. **Miscellaneous:**  
Lori distributed information regarding the pending litigation for two properties and asked for the Board to review and notify her of any questions.

A motion to adjourn the Board of Directors meeting at 8:50 pm was made by Donnell and seconded by Judy. Motion approved.

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Natalie Hale, Secretary Elect

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Debi Jones, President