

GREENBRIER PROPERTY OWNERS ASSOCIATION
Semi-Annual Summer Meeting
August 10, 2019, 2:30 PM
Orringer Auditorium, Craven Community College

1. Call to Order: The President, Rhona Beadle, called the Semi-Annual Meeting of GPOA to order at 2:32 PM.
President Beadle welcomed members to the meeting. She began the meeting by reminding those present of the GPOA Responsibilities and Obligations:
 - Preservation of planned character, quality of life, natural setting and forested appearance of community
 - Promotion of harmony, safety and wellbeing of residents and property owners
 - Management and oversight of all common areas (maintenance, repair and replacement)
 - Assurance of all covenant compliance through monitoring, mediation and correcting violations
 - Protection of property values through application of present standards of homeownership to subsequent building, and through safeguarding buffers
 - Administration of policies and practices in effect
 - Representation of membership before local and state governments
 - Coordination of sponsored social activities, beautification, and special projects/events
 - Encouragement of participation of all members in the affairs of the Association
 - Cooperation with other HOA's in Greenbrier

2. Introductions of 2018 – 2019 GPOA Board: Rhona introduced the members of the GPOA Board: Linda Dodge, Vice President; Geoffrey Smith, Treasurer; Mandy Chew, Secretary; Dan Cashman and John Robinson, Members at Large; and Bill Stafford, Member at Large and Immediate Past President.

3. Verification of Quorum: Secretary Mandy Chew provided the following certification: A total of 143 people or proxies were verified; quorum was 123 (25% of 492 household memberships). Therefore, as quorum was established (29%). A motion was made, seconded, and carried. The report of the Secretary was accepted.

4. Introduction of Candidates for 2019 – 2022 term: Linda Dodge, Vice President and Board Liaison to the Nominating Committee, began by recognizing and thanking the Committee for their time and commitment to Greenbrier. The Committee included Ron Cousino, Marilyn Hughes, and Linda Stout. Linda proceeded to introduce the candidates: Paul DeVenuto, Colleen Iacch and Terry West. A copy of the bios was included in the meeting packet. Linda stated that all candidates were extremely well qualified for the positions. Each demonstrated strong backgrounds in management, accounting/finance, safety and disaster planning and technology.

5. Clarification of Voting Process: John Robinson, GPOA By-Laws Chair
 - Each member (attending or by assigned proxy) received a voting card. There is no pre-voting. All votes for new Board members are made by secret ballot at the meeting.

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- Each Member household may vote for two candidates.
 - If one or more households appointed you as their proxy, you will complete one ballot for each household that has been given you their proxy.
 - Drop you Ballot(s) into the Ballot box when you leave the meeting
 - Ballots will be counted following the meeting and candidates will be notified of the results•
6. Presentation and Ratification of Minutes of November 17, 2018 Meeting: Mandy Chew GPOA Secretary directed the membership to review the minutes of the meeting held at Two Rivers Church, 3321 Neuse Blvd. A motion was made to accept the minutes as presented; seconded; and the motion carried. The report of the Secretary was accepted.
 7. Financial Report: Geoffrey Smith, GPOA Treasurer, presented a YTD report through the end of June 2019. He emphasized the strong financial position of the GPOA due to an increase in the total memberships, additional contributions by the membership and advertisements solicited by Bill Stafford for the Greenbrier Directory. He further stated that a few line items that had been budgeted, had not been utilized, or had come under the proposed budget. A motion was made to accept the financial report as information; the motion was seconded; the motion carried. The report of the Treasurer as information was accepted.
 8. Review of 2019 GPOA Work: Rhona Beadle, President presented the Strategic Plan that has been revised and implemented by the Board during 2019:

- Safety_ - Rhona Beadle, Chair

Solicitation Policy – Solicitation is not permitted in the Greenbrier residential community without written GPOA permission. The City of New Bern no longer provides/approves solicitation requests. This policy is intended to protect our residents from unscrupulous vendors. Legitimate solicitation requests by reputable and established organizations (Girl Scout Cookie Sales) will continue. These solicitors will have an approved application when working in the community and you (residents) can request verification of such solicitors.

Park – No Entry Dusk to Dawn

This policy is again to protect our residents from outsiders who utilize the Bear Park and Nature Walk areas between dusk and dawn. It is not intended to dissuade any residents from utilizing our beautiful common areas, nor the Park and Nature Walk. Signs that have been posted in these areas are to discourage individuals who reside outside the Greenbrier community from using these areas during these times, and enable further action if necessary.

Disaster Preparedness (Separate Agenda Item)

- Membership – Linda Dodge, Vice President, Chair of the Welcome Committee, Membership, the Directory, and WebSite

Linda reported that we have 493 active members, compared to 467 in 2018. This does not include 2 members who have moved, nor 2 who are deceased. Additional contributions by members total \$1600 which represents 22 additional memberships. Linda continues to strive for and exceed the record of 506 was set in 2005.

Linda credited the *Welcome Committee* for this increase in memberships. 31 homes have changed hands since January. The Committee sends a “welcome” letter, visits the new residents and provides a packet of information about Greenbrier. She also acknowledged the *Pony Express* for their valuable assistance in delivering Membership forms and the Greenbrier Directory to new residents’ doorsteps when directed. This is a savings in postage of over \$600, and more deliveries are to come.

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Linda stressed the need to encourage neighbors to join the GPOA at an annual cost of only \$75. This compared to Taberna's \$290 and Fairfield Harbour's at \$898. What a steal!!! Linda encouraged those interested in being new members of the Pony Express and Welcome Committee to contact her.

- Greenbrier Parkway Island – Marilyn Hugues (Unfortunately Marilyn was unable to attend due to a personal matter.)

Rhona gave an update of the project in her stead. Following a dialogue with the City of New Bern regarding any possible reduction or elimination of the island as the traffic corridor connecting Glennbernie and the freeway entrance and exit are to be revamped in the future, the wall construction has been completed incorporating recognized safety features. All attending expressed their appreciation that the issue has finally been resolved and the wall had returned to its rightful place in Greenbrier's history.

- Maintenance – Bill Stafford, Immediate Past President, Chair of Maintenance

Bill gave a brief summary of all that had been completed within the past six months, following the destruction of Hurricane Florence.

- Clearing of the Brush in Bear Park – cleaning of underbrush and pruning of shrubbery continue. Once the irrigation system is installed, more seasonal plants will be introduced. It is hoped that this will begin in the Fall.
 - Irrigation at Bear Park – installation of a new irrigation system will begin since the connections were completed by the City of New Bern, and a deposit has been made for work to commence.
 - Continued mowing and trimming in all common areas – Bill praised The Little Guys who are contracted to keep all common areas maintained.
 - Greenbrier Parkway Island – Bill stated the plantings in the front entry island would be removed and sod laid over the majority of the area. A small section in the front and back of the island will be used to plant seasonal flowers and plants.
 - Fountain at the entrance on Greenbrier Parkway – Bill recognized Geoffrey Smith for all the work, expertise and advice he has devoted to this project. This is a new fountain that was installed after the prior one was damaged by lightning and made unrepairable. Geoffrey has been the contact with the electrical installer, and the City of New Bern. It has been a time-consuming effort, and Geoffrey played a huge part in its completion.
- Social Events – Bill Stafford

Bill reviewed the social events organized, assisted or co-sponsored by GPOA this year: Valentine's Dance, Egg Hunt, four Burger Nights, Pig Pickin', and Lewis 'n' Clark. Bill reported that the social events thus far had been extremely successful. *The Burger Nights* that were begun 3 years ago continued to provide the community with activities and a social gathering spot on Sunday evenings that have been well received and attended. The *Fund for Needy Children*, has been a welcome addition to those organizations supporting the Burger Nights: EMGA, Greenbrier Home and Garden Club and GPOA. Although a relative newcomer to Greenbrier, *DJ Karl Allgauer* has stepped up to the plate and provided the musical acoustics and welcoming atmosphere to our events. A BIG "Thank You" to Karl and all that he has done to enhance our social gatherings.

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The July 4th event with special guest *Jackie Gore, the originator of Beach Music*, attracted over 200+ attendees. Jerry and Chef Denise exceeded our expectations with a timely, tasty dinner. The *Pig Pickin'* and *Lewis 'n' Clark* events were strong performers during 2018, and promise to big successes again in October and December.

- Art and Craft Exhibit – Mandy Chew, Chair of A&C Exhibit

Mandy announced that there are 22 resident Greenbrier artists and crafters signed up to participate the Arts and Crafts Exhibit on Sunday, August 18, at The Emerald, from 2:00 – 4:30 PM. This event will precede the final Burger Night for 2019, which begins at 5:30 PM.. The Arts and Crafts Exhibit was a popular event many years ago in Greenbrier. The GPOA was asked to revive this event in order to “Celebrate Resident Artists” and showcase their works. Mandy share a few comments about some of the artists participating. She welcomed all to come meet the artists and learn about their amazing talents, and reconnect with neighbors during an afternoon and evening filled with fun and food. The Committee: Verna Kuyper, Sally Kiely and Rhona Beadle were thanked for their invaluable contributions.

- ACC Compliance and Guidelines – Rhona Beadle

Rhona announced that this had been a very busy year for the Architecture and Covenant Committee (ACC). There have been 57 requests to the ACC to date vs. 36 in 2018. She explained to the audience that serving on this Committee was critical to maintaining the character of the Greenbrier Community as intended by the Weyerhaeuser Real Estate Company almost 25 years ago.

Applications for approvals are first presented to the ACC in writing. Any application submitted regarding: additions of sheds, garages, change of paint color to exteriors, remodeling that involves exterior changes, fences, tree removals and new building requests – all must be reviewed, evaluated and negotiated by the ACC. Once this step has been completed, the Chair of the Committee, accompanied by the Liaison to the GPOA Board, present the recommendations to the GPOA Board for discussion/denial/further review or approval. *All requests must be approved by the Board.*

- Covenants vs. Guidelines

Rhona underscored the necessity of compliance with the *Covenants* established by the Weyerhaeuser Corporation for *17 individual divisions* within Greenbrier. While all are similar, there is differentiation in each. It is therefore up to the ACC and Board to ensure that compliance is met within each specific division.

In order to keep current with modern technologies and money savings due to new products, Rhona stated that the Board is responsible to *review and revise*, if needed, the *Guidelines* to accommodate the current alternatives. The Board has currently reviewed and/or revised the Guidelines for (1) mailboxes, (2) signs and, (3) fencing. *Written and verbal Complaints* to the ACC and Board regarding perceived violation of covenants, safety and other issues are each addressed as follows: (1) a conversation and written “Friendly Reminder” initiated by the ACC; if no response is received; (2) a letter from the Board is sent; and finally, (3) action involving an attorney. It is the intent of the ACC and the Board to protect the established Covenants in order to maintain the wooded urban forest that has remained a premier residential draw for families for many years.

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- Website – Dan Cashman, Member at Large

Dan presented a Live feed presentation of the new Greenbrier Website. This held the attention of the audience. The current site was ill-suited to contain all the information needed to keep our community informed. In addition, it was difficult to update with new information. New website includes dropdown features including: covenants pertaining to each of the divisions of Greenbrier; ACC and GPOA Board information and contact numbers; a calendar with upcoming events; organization within Greenbrier and HOA information. It is a wonderland of current information, and will be a much needed time-savings tool for our Community. Dan demonstrated each section, and its contents. Dan recognized Linda Dodge for her initiation, dedication and long-serving commitment to this project and to the Greenbrier community. She received a long and loud round of applause.

Log on to the Website remains: <http://greenbriernc.com>.

a. Greenbrier Disaster Preparedness – Introduction of January Brown by John Robinson, Member at Large and Liaison to the New Bern Disaster Preparedness Committee

Ms. January Brown is a Family Care Specialist and a member of the Council of Governments with the City of New Bern, NC. Ms. January provided Disaster Preparedness Kits which were complete with information and forms to assist our Greenbrier Community in preparing for the next disaster. She emphasized that there will be a “next” and we need to prepare for its eventuality, especially if it follows Hurricane Florence, or the equally devastating cold winter freeze of 2018. The contents include: East North Carolina Extreme Weather contact numbers; Caregiver Emergency Readiness Guide from the Area Agency on Aging, personal and medical documentation sheets and much more. A Special Needs Registry Form was also distributed for any of our residents to fill out and submit to the cravencounty.dss@craventountync.gov who might need special attention during an emergency (individuals who have impairment such as deafness, sight-impaired, or physical impairments). She invited us to give to any neighbors who might need this assistance.

A number of questions were raised during her presentation. Her presentation and knowledge of the subject was extremely timely and well-received by all attending. John Robinson, announced the introduction of the “Greenbrier Re-Entry Permit” card. These card(s) are to be issued to all Greenbrier residents, and are numbered to reflect the property owner’s residence. These are to be kept in your car, and to be displayed in the windshield in the case of an emergency and the NC Police require identification. This identification will expedite entry/exit to Greenbrier.

This section of the meeting was packed with vital information as we go forward in the development of a Disaster Preparedness Plan, in conjunction with the City of New Bern, Craven County and North Carolina governmental resources and agencies.

Ms. Brown’s presentation and that of John Robinson was energetically received and acknowledged with applause.

9. Recycling Update – Rhona Beadle

Rhona stated that the new *Recycling Guidelines* would be completed, and distributed to residents in October. New recycle bins will be distributed to residents, and recycling pickup will be once a month.

She gave a brief summary of the rules, plastics identified with #1 and #2 imprinted on the product, recycling of “cleaned” plastics, and the rule not to use plastic bags to hold recyclables when placing in the bin. She informed the audience that the City had first canceled the recycling program, but due to strong public interest and responses from the citizenry, the program was re-established. Rhona stated that Greenbrier residents made a clear statement to the County of their interest in doing the best for the preservation of our Community, and City.

10. Closing Comments – Rhona Beadle

Rhona expressed her and the Board’s appreciation for taking the time to be involved in the Greenbrier Community. Bill Stafford was asked to join Rhona at the podium.

Bill proceeded to remind the audience of the change in By-Laws to provide an extra year of service to the Board’s term of service. This change was approved in 2018 and provides continuity of each succeeding Board going forward.

Rhona and Bill then recognized Linda Dodge. Linda’s term on the GPOA Board expires in September of 2019. Bill recognized Linda’s unique talents, her dedication and service to the Board, the updating of the Directory, the increase in memberships and lastly, her steadfast determination and quality of product in the design and completion of the new Greenbrier Website. Linda received a huge bouquet of fresh flowers from Rhona, and a *Certificate of Appreciation*. Linda received a standing ovation for her service from the audience.

John Robinson was then recognized by Rhona and Mr. Stafford. John’s term on the Board also ends in September of 2019. Bill recognized John for his unparalleled knowledge and enforcement of Roberts Rules of Order. Bill also included the facial expressions that John demonstrates during meetings and Bill states that he hopes to continue to remember, and implement these for the Board in the future. Bill also recognized John for his tireless efforts in assisting New Bern residents in the traumatic aftermath of Hurricane Florence. John is a member of the North Carolina Disaster Preparedness Coalition and continues today to find housing and other needed supplies for some 3,000 residents.

John was the presented with a *Certificate of Appreciation* and a small gift from Rhona and Bill. John too received a standing ovation from the audience.

Rhona then reminded all to deposit their ballots in the ballot box as they exit.

11. There being no further business, Rhona ask for a motion to adjourn. A motion was made, seconded, and carried. The meeting was adjourned at 4:27PM.

Respectfully Submitted by: Mandy Chew, Secretary