

**GREENBRIER PROPERTY OWNERS ASSOCIATION BOARD MEETING**  
**October 16, 2019, at 5:00 PM**  
**The Emerald**

Present: Rhona Beadle, President  
Geoffrey Smith, Vice President  
Mandy Chew, Secretary  
Terry West, Treasurer  
Paul DeVenuto, Assistant Secretary  
Colleen Iacch, Assistant Treasurer  
Bill Stafford, Member at Large (Absent)

Others Present: George Kramer, Chair, ACC

1. Call to Order: The President, Rhona Beadle, called the meeting to order at 5:00 PM.
2. Roll Call: Board members signed into the meeting and a quorum was established.  
Bill Stafford was out of town, excused.
3. Community Comments:  
There being no community residents in attendance nor comments raised, the discussion was closed.
4. Approval of Minutes: Meeting Minutes for September 25, 2019 – Mandy Chew  
The minutes of the September 25, 2019 meeting were reviewed. Geoffrey Smith made a motion to accept the minutes as presented; Rhona Beadle seconded; the motion carried. The minutes will be posted on the website in PDF format.
5. Report of the President: Rhona Beadle
  - a. Resignations of Assistant Secretary and Assistant Treasurer followed by Nominations and Approvals of same Board Positions/  
Rhona informed the Board that during the September 25 meeting, she had incorrectly nominated Colleen Iacch as Assistant Treasurer, and Paul DeVenuto as Assistant Secretary. Both resigned their respective positions. A statement was made to acknowledge their resignations by Rhona. Rhona then nominated Colleen as Assistant Secretary; Paul moved that nominations be closed; the motion was seconded and carried. Rhona then made a motion that Paul serve as the Assistant Treasurer; Colleen seconded; the motion carried.
  - b. Rhona directed the Board to review the committee assignments she gave each Board member and the responsibilities entailed. All agreed to their responsibilities. The committee assignments will be posted on the Website and in the Greenbrier Directory.
  - c. Solicitation Policy – Rhona described a recent solicitation made by an individual representing Sudden Link. The Greenbrier resident who was contacted followed

the stated policy by notifying the New Bern (NB) Police department since a GPOA permit had not been approved. This led to a conversation with Jeffrey Odham, Police Chief Summers and Scott Davis as to their (City of NB) responsibilities within Greenbrier. She then read a statement agreed upon by the NB Police officials regarding the Policy. Discussion followed. Rhona stated that our Solicitation Policy would be reiterated and a follow-up be announced on the GPOA mail, at the annual meeting on November 17, and to invite the NB Police Department to speak about this issue for clarification.

- d. Strategic Plan for 2020 – Rhona shared with the Board the recommendations, made during a work session on October 6, to be considered as the goals for the Strategic Plan for 2020. Following a review, Mandy Chew made a motion to accept the plan; Terry West seconded; the motion carried. The Plan will be announced at the November 17 annual membership meeting. A copy of the Plan is attached.
  - e. The annual general membership meeting of the Greenbrier residents will be held on Sunday, November 17 at the Craven County Community College Orringer Auditorium from 1:30 – 5:00. Set up will begin at 1:30 PM and the meeting will run from 2:30 – 4:30 PM. Rhona then gave a brief summary of a proposed Agenda. Discussion followed. The mailing of meeting notification will be on or before November 7.
  - f. Motion to Request Reduced Speed Limit on Greenbrier South – Rhona announced that since Bill Stafford, who is working with the City of NB and the North Carolina DOT is absent, this discussion was delayed.
6. Report from ACC Liaison: George Kramer
- a. Recommendations from the October 15, 2019 ACC Meeting (Attached) were presented.  
Activity Log Status: YTD 60 requests vs. 50 in 2018.
  - b. George reported that there have been some improvements in 1317 Pine Valley Drive (overgrowth garden) by the owner. He will keep us apprised with continuing updates.
  - c. The ACC recommendation for the Board to approve the Placement of Bottle Tree (ornamental) within circular drive in front of residence at 102 Inverness Court. Since there is nothing in the Covenants that addresses lawn art, Rhona stated that we simply need to acknowledge that the Board has reviewed the request.
  - d. Tree Removal for 1708 Pennyroyal Court. The ACC approved the request however the owner had the trees removed before being approved by the Board. Following this George addressed the new vivid green recycling bins and what efforts need to be made to camouflage or hide the bins.
  - e. 2<sup>nd</sup> Letters for non-Compliance:  
George confirmed that the ACC recommended, according to procedure, that letters be written by the GPOA President to those owners who had not responded to a personal visit, followed by 2 written notifications regarding violations. Rhona stated that 3 letters, written under her signature, would be

mailed to the following: 1239 Pine Valley regarding pool maintenance stressing safety and health issues; 4010 Shinnecock for mailbox conformity within Greenbrier; and to 1242 Pine Valley Drive for boat trailer, golf cart; BBQ and recycling container being stored in the driveway. The residents will be invited to meet with the Board and/or ACC to seek a solution to the issues raised. A fourth inquiry will be made to the owners at 1702 Greenbrier Ct. regarding a partially removed tree stump adjacent to Greenbrier Parkway.

- f. Complaint Form – Rhona presented the “Complaint Form” developed for the ACC and members of the Board to use to document and track complaints submitted by residents. Following review and discussion Rhona indicated that the form will be available on the website under “Forms”.
7. Report of Treasurer/Finance: Geoffrey Smith and Terry West
- a. Geoffrey devoted significant time explaining the 2019 YTD budget. Of significance were those items that were not budgeted or under-budgeted: the dismantling and eventual rebuilding of the entry wall on Greenbrier due to an auto accident; the failure of the entryway fountain due to lighting; electrical connections in Bear Park overseen by the City of NB; the Website was an expense not budgeted, and additional grounds maintenance was needed following weather events. On the reverse side, expenses were curtailed in several over-budgeted areas – insurance, legal fees and the planting installation that will not be completed until Spring. Discussion followed as Geoffrey then compared the projected 2019 with the proposed 2020 budget. Account line items were discussed at length. He explained to the new Board members the Money Market and Checking accounts, and how these to accounts became to be. He also introduced a new “Reimbursement” form that will record account line items, simplifying and tracking of all expenses. Discussion followed. Mandy made a motion to accept the 2019 YTD budget as information; Colleen seconded; the motion carried.
  - b. Geoffrey then began his explanation of his approach in developing the proposed 2020 budget. He is projecting an income of \$48,225. Discussion followed as he went line by line explaining his projections.
  - c. Paul interjected his involvement with the Community Watch and more collaboration with the NB Policy Department including National Night Out, coffee with the Police; and a potluck – requiring some expenditures. Geoffrey stated that the proposed 2020 budget would continue to be fine-tuned; he would send to the Board for review via email; and request approval prior to its presentation to the membership November 17. Geoffrey also announced that he and Terry will be opening accounts at CresCom Bank this week, following the recent closure of Sound Bank. This issue was discussed in July and again in September when it was announced that Sound would be closing its NB branch.
8. Report of Communications: Rhona Beadle

- a. Issues of *Go Daddy* and *Lunar Pages* were briefly discussed. Rhona asked that Geoffrey follow-up with this issue. Linda continues to update the calendar and other functions.
  - b. GB Mail – Rhona stated that Bud Curtis who initiated GB mail and continues to provide upkeep has requested assistance with this communication tool. GB mail reaches others outside the GPOA and she seeks to provide help where we can assist. Rhona, Linda and Bud will be discussing this and determine what help is needed and what help the GPOA can realistically provide.
9. Report of Membership: Linda Dodge  
Linda was not present, but Geoffrey reported that he had received 2 more membership dues recently, thereby exceeding the 500+ membership goal being sought. Congrats again to Linda and her Welcoming Committee. (I spoke with Linda on 10/22 and she indicated the current membership was 492. M. Chew)
10. Report of Maintenance: Bill Stafford and Terry West (Rhona Beadle reported the following since Bill Stafford was out of town:
- a. Given the onset of Fall/Winter and the delay in the installation of irrigation due to the City of NB, reconnections, and weather factors, plantings in Bear Park will be delayed until Spring.
  - b. Installation of Honorary Benches: Rhona reported that honorary benches recognizing Camilla and Bill Rust, Rosemary Whetzel and Dena Sierocki, for their contributions to both Greenbrier and the New Bern communities, had been installed. Bill was credited with donating the wooden foundations from his hotel partnership.
  - c. Front Island Power Washing: Terry reported that he and Bill would be power washing the front entry curbing and surrounds the first week in November. Discussion followed detailing the importance of appearance and the need to maintain our common areas.
  - d. Dead Trees Along Greenbrier: Rhona reported that Bill has been working with the “The Little Guys” to continue to remove dead or damaged trees, and the City of NB to “trim back” overhanging trees along Greenbrier Parkway. Some of this work has already been completed.
  - e. Repair of Nature Preserve Walkway: Rhona reported that Bill had recruited Freddie Brown to repair damaged planking along the walking path. Signs have been placed at all entrances warning those entering of the potential hazards in the interim. Rhona will be discussing this issue with the Weyerhaeuser Corporation and others who initially installed and maintained the Nature Preserve in the past and attempt to get quotes for either refurbishment or replacement.
11. Report of Community Watch Discussions: Paul DeVenuto

Paul reported on his recent discussions with Katrina Longmire with the City of NB and with Jim Morrison regarding safety in the Greenbrier community. Due to several “break-ins” in some locations, and the potential for a rejuvenation of our Community Watch Program (which was headed by Jim Morrison and John Harding), the Board is placing renewed attention on safety. Ms. Longmire is a potential presenter at the November 17 annual meeting, and Jim Morrison is interested in assisting in the renewal of the Community Watch Program. Paul is also investigating the offering of the “Ring” doorbell which provides video capabilities to home-owners and assist the police with tracking unwelcome visitors to our communities. “Ring Doorbell” is a sponsor of National Night Out. Paul will be coordinating a presentation by the Police to residents at the annual meeting, once plans are solidified.

12. 2020 Directory Bill Stafford: Rhona Beadle and Colleen Iacch for Bill Stafford

Colleen reported that Bill would have his ad solicitations completed by the end of the week. She also reported that she is still in contact with 1-2 prospective sponsors, as has George Creathorne in solicitations. Bill stated the Directory should be ready for delivery by the first of November. Rhona announced that Bill has stated he hopes to secure funding for an updated video for the new Website. More to come on these items.

13. Social Activities for 2019: Rhona and Colleen for Bill Stafford

- a. Pig Pickin’ is scheduled for October 18 with Bill Meyer offering entertainment. Ticket sales have been brisk, but there is still room left, so contact Chef Denise to reserve your space.
- b. Lewis’n’Clark – no new information was reported.

14. HOA Council: Rhona had no new information or concerns to report from the HOA Council.

15. Old Business:

George Kramer inquired about the \$50 new building application fee and its status. This fee is still in effect for all new home applications within Greenbrier.

16. New Business:

Lighted Chicken-wire balls and other yard decorations (especially Christmas) were briefly discussed. No action was needed or taken by the Board.

17. Adjournment: There being no further business Bill made a motion to adjourn; Geoffrey seconded; motion carried. The meeting was adjourned at 6:49 PM.

Respectfully submitted,

Mandy Chew, Secretary