

GREENBRIER PROPERTY OWNERS ASSOCIATION BOARD MEETING
February 20, 2019 at 2:00 PM
The Emerald

Present: Rhona Beadle, President
Linda Dodge, Vice President
Geoffrey Smith, Treasurer
Mandy Chew, Secretary
Dan Cashman, Member at Large
John Robinson, Absent
Bill Stafford, Member at Large

Others Present: Jack and Mary Griffin, David Chew, Lou Costello (a brief appearance)

1. Call to Order: The President, Rhona Beadle, called the meeting to order at 2:07 PM.
2. Roll Call: All Board members signed into the meeting excluding John Robinson who was out of town, and a quorum was established.
3. Open Community Forum: Community members attending were introduced and welcomed by the President. The Griffins had no comments. David Chew inquired as to the status of a complaint filed with the ACC committee February 3 regarding property at 107 Oak Hill Ln and presented a memorandum CC&R violation complaint to the Board regarding the property at 103 Oak Hill Ln. Discussion and clarification of the condition of both properties followed. The ACC committee will be addressing these issues at their next meeting and bring recommendations to the Board, per Dan Cashman.
4. Minutes were approved for January 8, 2019: Mandy Chew
The minutes of the January 8 meeting were presented. A motion was made by Dan Cashman and seconded by Geoffrey Smith to approved as submitted. The motion carried. The minutes will be posted on the website in PDF format, as per Rhona Beadle.
5. Report of the President: Rhona Beadle
 - a. Drainage Issues – Rhona, Dan Cashman and Lou Costello are working with the HOA Council. Drainage issues presently exist on Carmel and Innisbrook Lanes. (Lou Costello later made an appearance to report he is working closely with Avery Smith, Stormwater Superintendent with the City of New Bern to resolve these issues. Lou distributed business cards to the Board to be distributed to anyone having drainage problems.) The City of New Bern will be taking care of these 2 issues. Discussion followed on the need for residents to assist in keeping the storm drains free of debris.
 - b. No Solicitation Policy – A solicitation policy was discussed in prior meetings of the Board but was never adopted. Rhona presented a policy and an application form for solicitation in the Greenbrier sub-division to the Board. Bill Stafford

stated that the City of New Bern no longer issues permits for solicitation. Bill offered to purchase 2 “no solicitation” signs to be posted at the front entries to Greenbrier on the same posts as Community Watch signs. Discussion followed. Minimal changes were made in the wording of the policy and application form. Bill Stafford moved to approve the (1) GPOA Application for Permit to Solicit in Sub-Division of Greenbrier, (2) the GPOA Solicitation in Greenbrier Sub-Division policy, and (3) to purchase and post “no solicitation” signage at the front entrances of Greenbrier. Mandy Chew seconded; the motion carried.

- c. GPOAMAIL Policy – Rhona initiated a discussion of the current function, access and maintenance of the internet mail service. Who should have access, what information should be posted, and who should maintain the service. Discussion continued. Bill Stafford moved to table the motion for a more in-depth discussion. Dan Cashman seconded, and the motion carried.
- d. Craven Community College 5K Run – Rhona announced the upcoming CC 5K run through Greenbrier scheduled for March 9. A discussion ensued regarding the publication of this information in the GPOA mail. It was recommended that a thank you be forwarded to the College for sharing this information with the Board. An announcement of this event will be posted on the GPOAMAIL.
- e. Storage Security and Inventory Policy – Linda Dodge, with the assistance of Marilyn Williams, has been cleaning out and organizing the storage shed. Rhona introduced a policy to address the limited storage space and security of GPOA equipment and documents. Keys to the facility will be held only by the President and Vice President and there is now a notebook there to record all materials removed and returned. Linda announced that there is an old printer there taking up space. Geoffrey offered to assess whether it was in working condition. If it was, he would advertise its sale; if it was not, he would bring it to the Convenience center for recycling. Discussion followed. Bill Stafford made a motion to have Geoffrey Smith responsible for the advertising and disposal of the printer with the proceeds donated to the GPOA. Dan Cashman seconded, and the motion carried. A second motion was made by Geoffrey to approve, with modifications, the Storage Unit Security and Inventory policy and the Storage Unit Activity Log – 2019. Mandy Chew seconded; the motion carried.
- f. Art and Craft Show – Rhona has spoken with several people regarding the potential Art and Crafts Show. Funding will be needed to rent the space in the Emerald. It is not intended to be an “art sale” per se, rather a viewing of the works of various resident artists. Discussion followed including any sponsorship of the event, date and time of event and coordination with the Emerald staff. Bill suggested coupling a “burger night” with the art show. This idea was well received.

Bill happily announced that during a break he discussed the possibility of an art show combined with a burger night event with Jerry Briele. Jerry offered to host the art show prior to the August 18 Burger Night with no cost for the use of the facility. The art show would be scheduled from 2-5 with the burger night following. This made Rhona VERY happy.

(Lou Costello entered the meeting to report on the drainage stated in 5.a., and then exited. Lou was thanked for his work and dedication.)

6. Report of Treasurer/Finance – Geoffrey Smith

The YTD revenues for January totaled \$16,628.50. This included a carryover of 2019 dues paid in December. Bill interjected that directory ad sales were almost complete with only \$500 outstanding to be collected. The ad sales will then total \$8,900 for the year as budgeted.

Geoffrey further reported that the \$1,400 was donated from 32 residents with their due payments. Rhona will be writing notes thanking all these donors.

Bill reported that a potential sponsor had approached him about the possibility of sponsoring golf carts at the Fourth of July event. Stafford suggested that a wider audience for the sponsorship would be to sponsor the musical entertainment at that event, which will be Jackie Gore of beach music fame. Following this discussion, Bill Stafford made a motion to participate with outside commerce to sponsor musical events in Greenbrier, one sponsor only per event. The motion was seconded by Geoffrey Smith; all approved.

Geoffrey reported that the Greenbrier entry pond fountain is dead. This was described in graphic detail as were the presumed causes for its failure; i.e. lighting, circuit malfunction and incorrect voltage meter and improper installation, to name a few. Based on his research and conversations with electrical engineers, it was proposed that a new fountain be purchased as soon as possible. Geoff suggested a 1 HP 240V. The cost will be approximately \$2,300 including the aeration nozzle. Dan Cashman made a motion to purchase said unit, Bill Stafford seconded. Rhona questioned which line item in the budget would be used for this purchase. This money would be taken from the funds set aside for the Greenbrier Pond irrigation project and then Bill will try to raise the money to replace this amount. All agreed to this plan. The motion carried. Bill stated that he wanted Geoffrey and Bill to meet with the former electrician and demand half the money back due to poor workmanship. He further expressed his thanks to Geoffrey for all the work he has done to resolve this issue.

A motion was made by Bill Stafford, seconded by Dan Cashman to accept the Treasurer's report as information. The motion carried.

7. Report Regarding Outstanding Legal Invoice and Issues – Dan Cashman

Dan reported that he discussed the invoice received from Avery Grady, legal counsel, who was asked to provide a legal opinion for the use of funds received from an insurance company to repair/replace the front entry signage. The written opinion requested was to clarify if repair/replace was considered a "capital expenditure" vs. "maintenance and repair". The meeting with Avery Grady for this opinion lasted less than one hour. When the invoice arrived, it seemed excessive. A goodwill payment of

\$300 had been made along with a request for additional explanation/itemization of how that original amount was determined. In response, Mr. Grady sent an email to Dan stating that he would accept whatever payment the GPOA deemed fair. Discussion followed. Since no firm amount was requested by Mr. Grady, Bill Stafford made a motion to pay an additional \$300 (for a total of \$600); the motion was seconded by Dan Cashman; the motion carried.

8. Report of the ACC: Dan Cashman

Dan delivered a written report from George Kramer, Chairman of ACC. A total of 4 requests were received for tree removal at : 1344 Pine Valley Dr., 1908 Cayenne Ct., 7004 Clubhouse, and 301 Augusta Ct.; 1 for a fence installation at 138 St. Andrews Circle; and 1 for a roof replacement at 301 Augusta Ct. A discussion followed regarding tree removal, the rights of property owners and the original community character as conceived by Weyerhaeuser. Bill Stafford made motion to accept the ACC's recommended report. A discussion continued to address tree removal/replacement. A second to the motion was made by Geoffrey. Bill Stafford, Geoffrey Smith, Linda Dodge, Rhona Beadle and Dan Cashman voted yes. Mandy Chew voted no. The motion carried.

Dan announced that Mr. Kramer was taking a leave of absence as Chair due to recent surgery. He is home and improving. He wishes to stay on the Board but not as Chair. In the interim, Dan has asked Dixie Babb will assume these duties and he has agreed. Also, Jim Stillwell will be resigning from the board as he is moving from Greenbrier. Dan and Dixie are seeking a replacement for Mr. Stillwell. Linda Dodge announced that 2 new members, John and Susan Imbriaco, were interested in serving on the ACC board. Discussion followed regarding the current board makeup, involvement with the GPOA board and others that might have interest.

The discussion then moved to guidelines regarding mailboxes, sheds, sidings, paint colors request and other complaints received by the ACC. Dan has asked Mike Waring, a member of the Greenbrier community and former civil engineer, to review all the guidelines and report back to the ACC committee. Mr. Smith gave a brief summary of the state of our mail box criteria versus that issued by the US Postal Service. Discussion followed.

9. Report of Membership: Linda Dodge

As of February, the GPOA has 410 dues paying members as compared to 330 in 2018. That represents 61% active members.

Linda reported that dues notices were delivered with the Winter meeting announcement in December to all 2018 members. A second notice was delivered by Pony Express the second week in January to all who had yet to pay their 2019 dues. All HOA's received letters explaining the importance of being a member of the GPOA and what benefits their contributions make.

Linda confirmed in her report the receipt of an additional \$1484 in optional contributions.

Home sales have decreased in January with only 2 closings for the month.

10. Front Entrance Committee Report and Action: Rhona Beadle

Rhona reported that there was intense interest by those who served on the Committee. Each of the 3 architectural designs presented to the Board were discussed. It was agreed that Alternates #2 and #3 were cost prohibitive based on quotes submitted by vendors contacted. Alternate #1, essentially the former wall, was considered the only realistic choice based on budget. Discussion followed including the use of Styrofoam, rather than concrete, with a faux stone overlay for the base (Geoffrey Smith). Styrofoam billets would make it safer if another vehicle ever hits the wall again. A suggestion was made to decrease the width of the sign for better visibility and a more open entrance vs reconstructing the wall as it had been. Linda suggested that a fourth option be offered, namely no wall and improved landscaping in lieu of a sign replacement. The final decision was to display, at The Emerald, the 3 alternative designs presented by the Committee to the GPOA membership including costs, and an additional rendering with no signage, also including costs. In addition, this information will be posted on GPOAMAIL for members to have input/comment.

11. Report of Maintenance: Bill Stafford and Geoffrey Smith

- a. Fountain: Please refer to the Treasurer's report by Geoffrey Smith and Bill Stafford regarding the removal and replacement of the damaged fountain item #6.
- b. Activities in the Bear Park – Policy
To promote safety due the recent camp-fire and other trespassing reports concerning the Nature Walk, Bill stated signs should be posted at each end of Bear Park stating "No entrance from Dusk to Dawn." Discussion followed including safety issues with the deterioration of the wooden planking in the Nature Preserve. Bill suggested that a special grout paint with sand in it would better preserve the wood and Rhona suggested the possibility of grants to underwrite funding as a special project. It was determined that more time was needed to fully explore all options for the Park. In the interim, Bill asked that Freddie Brown be called for any critical repair needed.

12. Report of Disaster Planning Committee: John Robinson

No report was available as Mr. Robinson was out of town. The topic will be discussed during the March board meeting.

Rhona announced that she and John Robinson will be meeting with John Harding and Jim Morrison, co-chairs of Community Watch, on February 26 to begin to draft a disaster preparedness plan.

13. Social Activities for 2019: Bill Stafford

Bill announced that the “Pig Pickin” special event date may be changed from October 12 to October 19 due to the availability of special entertainment and October 12 is part of MumFest weekend. More to come on this topic next month. The Lewis and Clark production has already been booked for December.

14. HOA Council: Dan Cashman and Rhona Beadle

A meeting is scheduled for March to discuss the role of each HOA’s involvement in Greenbrier and the GPOA. In prior years this Council has met on a regular basis.

15. Web Site Review: Linda Dodge

No report except that Linda has replaced Bill on the committee with Dan and John.

16. Old Business:

Rhona announced that the Easter Egg Hunt will be held on April 20. She requested a volunteer to coordinate this event.

17. New Business

Linda Dodge announced that we will be celebrating the 25th anniversary of the first meeting held by the GPOA. The first meeting was held in January 1995 when Weyerhaeuser Real Estate Company transferred the responsibilities to the GPOA. Planning is underway to highlight this event and can include a new promotional video. Bill will connect with the underwriters of the first video, now 3 years old.

18. Adjournment: There being no further business, upon a motion made by Bill Stafford, seconded and carried, the meeting was adjourned at 4:41 PM.

Respectfully submitted,

Mandy Chew