

GREENBRIER PROPERTY OWNERS ASSOCIATION BOARD MEETING
May 20, 2020
Via ZOOM Conferencing

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

Others Present: George Kramer, Chair, ACC

1. Call to Order: President, Rhona Beadle, called the meeting to order at 5:02 PM.
2. Roll Call: Rhona recognized each member and thanked them for meeting telephonically due to the pandemic. A quorum was established.
3. Community Comments: Rhona Beadle N/A due to teleconferencing capabilities.
4. Approval of Minutes: Mandy Chew
The minutes of the March 18, 2020 teleconferencing meeting were presented. Rhona requested 1 typographical change. With this correction noted, Paul DeVenuto made a motion to accept the minutes as presented; Geoffrey Smith seconded; the motion carried.
5. Report of the President: Rhona Beadle
 - a. 1239 Pine Valley Dr. Pool Remediation:
Chief Justice (retired) David Chew volunteered a summary of the options available for remediation of the health and safety “nuisances” presented at the homeowner’s property. The City of New Bern has the authority to address the issue under city Code 26-et.seq. and under the NC General Statute 160A193(a). Additionally, the GPOA has the authority under the GPOA CC&Rs 6.7, to initiate remediation procedures. Both options were fully discussed by the Board. Bill Stafford urged the Board to immediately develop a plan of action. Rhona stated that a decision by the City regarding its willingness to address the situation would be available this coming week. Discussion followed addressing both the clearing of the vegetation and the cleaning/draining of the stagnant pool water. Rhona made a motion to wait until Monday (May 25) to hear from Alderman Jeffrey Odham; provided, however that if the City is not forthcoming with assistance, the GPOA board is to proceed with securing 2 independent bids for investigation and abatement and the appropriation of funds to pay for both the remediation and security protection, if necessary. Bill seconded; the motion was unanimously approved.
 - b. Motion to reduce the speed limit on Glenburnie:
Rhona reviewed the June 12, 2018 letter to Alderman Jeffrey Odham, which the Board validated, requesting action from the City of New Bern to address the unsafe traffic conditions on Glenburnie. Since no action has been taken by the

City, Rhona will update the letter, send to the Board for final review, and mail Friday, May 23rd to Alderman Odham for forwarding to the NC DOT. Bill has a contact at the DOT (Lacey) who has indicated a review will be made to determine if any further actions can be taken to improve safety on Glenburnie.

c. Work on the Foundation:

Rhona reported she has been in communication with John Robinson regarding a meeting to discuss the Foundation. Discussion followed regarding the purpose of the Foundation and grant opportunities for the protection of the aquatic environment needed for the survival of NC Box Turtle regarding the future replacement of the riser barrels.

d. 2020 Nominating Committee and Date for Summer Meeting:

Rhona, Jeffery, and Linda Dodge are working together to develop a roster of 5-6 individuals for nomination for the upcoming 2021 Board. Bill will be stepping down in August. Geoffrey will run for election to a second term on the Board. Two positions need to be filled, Bill's and Geoffrey's. Rhona advised the Board that the Craven County Community College auditorium would not be able to accommodate our meeting on August 23 due to the ongoing coronavirus restrictions. The College is not allowing any "outside" entities to utilize its facilities until January 2021.

Bill suggested the use of Bear Park for the meeting. Residents will bring their own chairs. A tent and PA system can be obtained. The Board will need to actively secure proxies as some residents may not be able to attend due to the outdoor venue.

e. Stump Grinding and Duke Power Line Cleaning:

Rhona spoke with Joey Whitesell (individuals along the Duke Energy Line have a total of 69 stumps for grinding). Discussion followed regarding a large tree on the College property bordering the Duke Energy right of way. Work is proceeding to resolve the issue with Duke Power but does not involve the GPOA.

f. Vandalism on Pine Valley Drive:

A 1335 Pine Valley resident reported a vandalized mailbox light; Bill reported a stolen flag, and Geoffrey reported a similar incident. Paul was asked to speak with the police department regarding these issues. Paul was thanked for his "red flag" initiative and the increased visibility by the city police. Kudos to you, Paul.

g. Quarter Century Celebration: Rhona had no updates to report.

6. Report from ACC Liaison: Geoffrey Smith and George Kramer

a. ACC Applications recommended for Approval (5/14/2020 ACC minutes attached.)

b. Tree Removal Requests: 1902 Cayenne Ct.; 302 Meridian Ct.; 504 Mulligan Ct.; 503 Mulligan Ct.; 138 St. Andrews Cir; 300 Meridian Ct.; 112 St. Andrews Cir; 507 Mulligan Ct.; 1255 Pine Valley Dr.; 1702 Greenbrier Ct. Bill Stafford's request (2001 Clubhouse Dr.) was not included in this application listing, but information was provided verbally. Discussion followed regarding the criteria by which tree removals are reviewed and approved. Rhona acknowledged the list of recommendations made by the ACC regarding tree removals by the GPOA.

- c. Follow-up regarding denial of shed variances (804 Basil Dr. and 308 Meridian Ct. Geoffrey discussed how the current application request procedure works. He relayed his discussion with one of the applicants denied permission. Using this information, he developed a more comprehensive checklist of 14-16 criteria and explanation for documentation of compliance/non-compliance with the stated variances. This draft has been shared with the ACC and will be sent to the Board for review. Geoffrey will work with Linda Dodge reviewing the existing application forms and bring further recommendations to the Board for consideration. Rhona clarified that the ACC agreed with this revised shed variance application draft. George Kramer acknowledged ACC approval. Bill emphasized the need for continuing education citing his many conversations with realtors during his tenure as chair. Mandy suggested a “congratulatory and welcome” letter to all real estate agents who list properties, with a reminder of the covenants that govern the Greenbrier community; Colleen stressed support for reminding buyers “buying into the rules” established in the CC&Rs; and Geoffrey concluded by summarizing a three-layered educational approach: (1) first to the realtors; (2) in the existing “welcome committee” orientation process headed by Linda; and (3) incorporated in all ACC requests for variances. Bill stated that education should be included in our annual meetings for reinforcement. The Board concurred.
 - d. Complaint regarding 1800 Peppercorn Ct. debris in the street: Geoffrey and George reported that this is an ongoing issue due to the smaller frontage of the property on the street, creating a problem for traffic. Geoffrey will visit the property and speak with the owner to find a resolution to the problem. Discussion followed. Geoffrey reported positive results with the tree stump removal, and the issue involving the visible trash and recycle bins causing discord among the neighbors.
 - e. Dead tree at 3007 Peppercorn Drive: The ACC issued a friendly reminder to the owner. The owner will be taking responsibility for the tree removal this week, per George Kramer.
7. Report of Treasurer/Finance: Terry West
- a. Terry reported few expenditures during the past month, the usual monthly contractual utilities, landscaping, and miscellaneous items. Terry requested an annual budget increase of \$600 to include Bear Park in the current contract. Discussion followed as Bill explained why this increase is necessary for 2020. It includes constant updating of the irrigation clocks; 24/7 on-call service; it does not include repairs; it includes shutting down of the system if necessary, which resulted in pump malfunctions in 2019 and costly repair (\$1100). The addition of Bear Park is essentially an increase of \$50/month ensuring that the entire irrigation system is constantly monitored by Groundhog Irrigation (Fred Saddler)
 - b. A motion was made to adjust the annual contract with Groundhog Irrigation by \$600 for the inclusion of Bear Park by Bill, Mandy and Colleen seconded; the motion carried.

- c. Acceptance of report as information: Terry reported expenditures of \$7,536 for the month and \$15,356 YTD leaving a balance of \$27,003. Geoffrey made a motion to accept the financial report as information, Mandy seconded; the motion carried. The financial report is attached.
 - d. Sponsorship of movie for website: Bill reported that due to the coronavirus health mandates, he has been unable to complete receipt of the sponsorships for the video. More time is needed, but the task will be accomplished.
 - e. Bill reported that he is still working to secure ad payments for the 2020 Greenbrier directory. More to come at the June meeting.
 - f. Rhona requested a meeting with Terry and Geoffrey regarding the CD, money market, and checking accounts.
8. Report of Communications: Rhona Beadle
- a. Neuse Realty approached Rhona requesting permission to use Greenbrier as a feature in their marketing plan to clients along the eastern coast. This has been done in the past. Discussion followed. All approved of this request.
 - b. GPOA Mail -The GPOA mail membership has increased and *The Gazette* will be published in June.
 - c. Document storage on the website/document retention:
Geoffrey reported the need to find documents more easily. Presently documents are located in the storage shed. He will be working with Linda to research and find a more compatible system of online document storage. The discussion also included the need to have a backup for all financial information which is presently not available online. This expense will be included in the 2021 budget.
9. Report of Membership: Linda Dodge reported by Mandy Chew
Linda reported that the May membership totaled 477. Linda thanked the Board for making follow-up calls which resulted in 13 residents rejoining. She reported that the “Welcome” visits are now virtual and followed up with committee members calling and then providing a folder with community information. HOA membership is presently at 57%.
Linda also provided an XL spreadsheet indicating the current list of delinquent homeowners, those who had rejoined, and comments by those who have declined to join. Mandy requested each member review those delinquents within their respective neighborhoods and approach them as to any reasons they might not be joining. She also commented that compared to the 2019 May totals, we are only missing 12, and considering the large number of home turnovers in 2019, we are doing quite well.
10. Report on Maintenance and Beautification: Bill Stafford and Terry West
- a. Leaning tree on Clubhouse – Bill will address this by the next meeting.
 - b. Downed tree on Nature Walk and interim repair of the walkway – Bill stated that The Little Guys will be removing the tree. Discussion followed regarding the need for repair for the entire walkway and the expense involved. A recommendation was made to gather input from the community. An article will be posted in the upcoming *Gazette* with photos.

- c. Repair of Nature Preserve Walkway – See Above
 - d. Plantings of Bear Park – Terry reported the landscaper had the approval to proceed. He will follow up.
 - e. Fountain, fountain lights, and fountain in Bear Park - Geoffrey reported the fountain has been running well for a year; he needs to inspect soon. A discussion followed involving a fountain placement in Bear Park, for which we will need electricity.
 - f. Rhona reported that grass-eating carp had been introduced in the Emerald ponds. Rhona and her husband George contributed this expense at Bear Park.
 - g. Repainting of Greenbrier Sign – Geoffrey will be working on the Greenbrier sign (right side of entryway) first, as this is the one most needing rehabilitation.
11. Report of Community Watch Discussions: Paul DeVenuto
- a. Red Flag Project - Several flags have been taken down; some of the flags are fading; all will be replaced. Paul was again congratulated for this initiative.
 - b. National Out Against Crime – Nothing new to report.
 - c. CPR – Rhona announced several people responded to this online program.
 - d. Community Watch Block Captains – Hurricane preparedness was discussed, and the issuance of Greenbrier automobile passes which Rhona will undertake to produce and distribute. Future planning is needed to enlist all residents.
12. Social Activities for 2020: Colleen Iacch
- a. High School Graduates 2020 - Colleen thanked all for their assistance in identifying graduates in Greenbrier. 5 graduates reside here. Colleen is working to interview each individual and congratulatory signage including names to be posted at the College entrance.
 - b. Burger Nights – All future planning is on hold due to the continued coronavirus. Chef Denise will continue with curbside pickups at the Emerald. Colleen will advise us of any changes. Bill asked about our planning for the July 4th celebration.
13. HOA Council: Rhona had no new information.
14. Old Business:
- a. Insurance comparison – Geoffrey reported his conversation with his agent who stated that the policy we have is standard. He recommended having a comparison for 2021.
 - b. Purple Martin Birdhouse Restoration – The birdhouse is in Geoffrey’s garage awaiting restoration.
15. New Business: Rhona requested a planning meeting on the Directory. A date will be determined soon.
16. Adjournment: There being no further business Mandy made a motion to adjourn; Bill seconded; the motion carried. The meeting was adjourned at 6:53 PM.

Respectfully submitted,
Mandy Chew, Secretary