

## GREENBRIER PROPERTY OWNERS ASSOCIATION BOARD MEETING

June 17, 2020 at 5:00 PM

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 5:03 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 reported she had received no comments or complaints.
4. Approval of Minutes: Mandy Chew  
The minutes of the May 20, 2020 teleconferencing meeting were presented. Rhona requested 1 change. With this correction noted, Paul made a motion to accept the minutes as presented; Geoffrey seconded; the motion carried.
5. Report of the President: Rhona Beadle
  - a. Feury Pool Remediation:  
Bill reported his visit to the property, accompanied by the Little Guys, on Friday, June 12. He stated he received 2 bids from them. Loomis, another contractor, will be providing a bid for comparison and once both have been reviewed, Bill will bring to the Board for consideration. Discussion continued.
  - b. Motion to reduce the speed limit on Glenburnie:  
Rhona reported receiving an email from Alderman Jeffrey Odham, which stated that the NC DOT was looking at US 70, Glenburnie, the College entrance, and McCarthy in their planning of the future highway expansion. Bill reported a similar conversation with a member of the DOT, who indicated support for the issue. This is positive news for this effort. Discussion continued.
  - c. 2020 Nominating Committee and Date for Summer Meeting:  
Rhona announced the summer meeting for Sunday, August 23 at Bear Park. Residents will bring their chairs. A tent and PA system can be obtained. Rhona has asked John Robinson, Verna Kuyper, and Gail McLamb, all past members of the Board, to be on the nominating committee. They will assist in educating prospective Board candidates of the responsibilities entailed.
  - d. Quarter Century Celebration:  
Rhona advised we may need to postpone this celebration until the end of the year given the current state of social distancing and its continuation.
  - e. Process for reserving Bear Park:  
Rhona announced a request made to use/reserve Bear Park. Since the Board has no written policy for this, she asked Paul to research contractual agreement forms used by the City of New Bern (per the suggestion of Bill) and bring recommendations to the

Board. There has been no further contact from the individual making the initial request, per Rhona. No action was needed.

- f. Ad Hoc Committee for Blasting Monitoring:  
Discussion followed regarding efforts made in the past regarding this issue. A letter was received from the City stating Martin Marietta, the company responsible for blasting, was meeting all applicable NC mining standards. Having explored all available remedies to the GPOA, no further action was taken.

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

- a. ACC Applications recommended for Approval (6/10/2020 ACC minutes attached.)
  - i. Tree Removal Requests: 3009 Peppercorn; 1211 Pine Valley Drive.
  - ii. Deck Expansion: 1400 Laurel Valley
  - iii. Wheelchair Ramp: 103 Inverness Ct.

Geoffrey made a motion to accept the ACC Board recommendation as information for the tree removals; and, to approve the deck expansion and wheelchair ramp requests; Mandy seconded; the motion carried.

- b. ACC Visit Check List Development and Implementation: Geoffrey reported that he revised the current ACC shed checklist but has not completed the remaining checklists (trees and fences). George volunteered to update these guidelines.
- c. Paul stated that he understood that a resident was “removing” trees from the wetlands. The resident (125 Southern Hills Drive) applied to the ACC for tree removal but proceeded without ACC approval. Tree removal from the wetlands is a violation of the EPA rules. Rhona will enlist the Army Corps of Engineers for intervention with the resident.
- d. Complaint regarding 1800 Peppercorn Ct. debris in the street:  
This is a continuing issue with adjoining neighbors. Geoffrey volunteered to speak with the resident(s).
- e. Review of “Dear Realtor” letter: Rhona presented a letter written to realtors to inform them of the Greenbrier website and how to access the covenants that govern our community. This effort is to educate and encourage agents to share with prospective buyers. Paul recommended that a guide for use of the Greenbrier website accompany the letter. The agents will have access to the covenants and can advise their clients. All approved the letter and the guide.

7. Report of Treasurer/Finance: Terry West

- a. Terry reported expenditures during the past month including the usual monthly contractual for utilities and landscaping. He paid \$600 for irrigation at Bear Park, approved in the budget. Rhona asked if Terry could add Alligator Weed as a line item with a payment of \$300 to the contractor as used by The Emerald upon presentation of an invoice. Terry affirmed that payment was made for the grass eating carp. Terry asked the Board to consider a proposal regarding the end of the year income and expense reports. Terry stated that most of the income (including current year dues, ad revenue, and gifts) is received by the end of the fiscal year. Expenses that carry over into the upcoming year (directory production, mailings, and distribution) will not be paid until the first of the year after annual membership dues have been received. Terry would like to close the books by December 31. He proposed two solutions to this issue: (1) moving the printing of the directory and membership drive to November which would ensure closure of the books and IRS reporting within the current fiscal year; (2) remove the ad sales and printing of the directory to January of the upcoming year.

Discussion followed. Geoffrey stated that he struggled with this issue while serving as treasurer. Bill stated that he understood the need to have the income and expense reflected in the fiscal year reporting. It was suggested that no action be taken and allow time for Bill and Terry to discuss the issue and bring their collective recommendations to the Board in July. Terry's report documented \$19,139.36 in expenses with a balance of \$23,220.64 YTD. The financial report is attached.

- b. Bill made a motion to accept the treasurer's report as information; Mandy/Geoffrey seconded; the motion carried.
  - c. Reserves and Money Market: Terry and Rhona will give an update of these items at the July meeting.
  - d. Sponsorship of movie for website and collections for 2020 Directory: Rhona reiterated the difficulties being faced due to the coronavirus and the effects it continues to have on our business community. Bill stated his commitment to resolving both these issues.
8. Report of Ad Hoc Committee for Route 70 Noise Abatement: Colleen Iacch  
Colleen reported she has formed a committee of 5-6 volunteer residents. A meeting of her committee will be scheduled for late July or early August. She reported on the development of a research packet containing historical information on noise abatement efforts by Greenbrier. NC DOT has thus far not been amenable to such requests for an abatement study. Discussion followed led by both Bill and Geoffrey regarding the future construction of I-42. A noise study is being performed for the James City area in preparation for the expansion of Hwy 70/I-42. While the history of these efforts with NC DOT has not been promising, Colleen and her committee will work to have a study included in the future planning of I-42.
9. Report of Communications: Rhona Beadle  
Rhona reported that Neuse Realty requested the use of the Greenbrier video for their sales marketing on the East coast. Permission had been granted for this use, however, the 2019 video will be used rather than the newer one produced in 2020.  
Rhona will be updating the GPOA notification. Colleen, Bill, and Terry volunteered to help with the distribution of the Greenbrier reentry permit at the Emerald. Non-GPOA members will be charged \$10, per prior Board action.  
Other items will include the mention of the summer meeting, Greenbrier graduates, the July 4<sup>th</sup> (possible) celebration, and the annual election GPOA Board members (1 vacancy and 1 incumbent).
10. Report of Membership: Linda Dodge reported by Mandy Chew  
Linda reported that the June active membership totaled 480. This reflects 74% participation (including those who have moved/deceased). HOA membership equals that of 2019 at 61%. She again requested that HOA membership be addressed at the next council meeting. There are fewer home sales, and fewer homes being sold compared to 2019 at this time, per Linda. A copy of her report is attached.
11. Report on Maintenance and Beautification: Bill Stafford and Terry West
- a. Leaning tree on Clubhouse – Bill has instructed the Little Guys to remove the tree (responsibility of the GPOA).
  - b. Downed tree on Nature Walk and interim repair of the walkway – The Little Guys have been instructed to remove the tree. Bill will request a quote from Freddie Brown for the repair of the walkway. Further rehabilitation or replacements will be postponed for future consideration and community input.
  - c. Repair of Nature Preserve Walkway – See above.

- d. Plantings of Bear Park – Terry requested Patterson’s Landscape to begin the plantings in Bear Park on April 18. He has attempted unsuccessfully since then to connect with them through emails and telephone calls. Bill offered to intercede with the owner, since he had a meeting scheduled with them to discuss other business. Terry agreed with this arrangement asking only for a “start” date for the plantings as he needs to coordinate other services beforehand.
  - e. Fountain, fountain lights, and fountain in Bear Park - Geoffrey reported all is well with the entry fountain. At this point, it is “just preventive maintenance”. There have been no issues with the fountain within the past year, per Geoffrey.
  - f. Repainting of Greenbrier Sign – Geoffrey stated that this would be postponed due to time constraints.
12. Report of Community Watch Discussions: Paul DeVenuto
- a. National Night Out Against Crime – Has been postponed until October due to the virus.
  - b. Paul reported a new Sargent has been assigned to Greenbrier, Kevin Lee. Paul informed him of the recent vandalism on Pine Valley Dr. Sargent Lee assured Paul that he would be patrolling the area more frequently in the future. Several members of the Board reporting seeing patrol cars recently.
  - c. Additional red flags have been displayed on the speed limit signs; replacing some that have faded, and others that have been removed. Discussion followed including the suggestion that more “brightly” colored flags be used. Paul reported that residents have thanked him for this initiative and they believe “it is helping” in reducing the speed.
  - d. Paul has instructions for the Emerald Staff on AED usage but has not been able to coordinate with Jerry.
13. Social Activities for 2020: Colleen Iacch
- a. July 4<sup>th</sup> – Rhona and Colleen have been working with the Emerald on this event. Bunting around the pool has been arranged.
  - b. The Tennis Club has volunteered to sponsor the August burger night, depending on the coronavirus status. September is still up in the air due to events scheduled at the Emerald.
  - c. High School Graduates 2020 - Colleen reported that 3 of the 5 graduates responded to her questionnaire. She was very impressed with the responses she received. She has an article for the *Gazette* for the August issue. She has the congratulatory graduate balloon displays ready for installation at the Greenbrier and College entrances. Discussion followed concerning the dates of placement.
14. HOA Council: Rhona had no new information to report.
15. Old Business:
- a. Storage Unit Investigation – Geoffrey had no new information to report.
  - b. Purple Martin Birdhouse Restoration – Geoffrey reported that the birdhouse is safely stored in his garage, but work will continue to be postponed due to time constraints.
  - c. Work on Foundation – Rhona announced that she, Bill, and John Robinson meet on Wednesday, July 1 to discuss the Foundation. An update will be made in July.
  - d. Directory Planning Meeting – There was no discussion regarding this topic.
  - e. Document storage on Web-Site – Geoffrey reported that he has not spoken with Linda Dodge about this issue. Rhona volunteered to reach out to Jeremy in this regard.

- f. Stump Grinding and Duke Power Line clearing – Rhona stated that Joey Whitesell agreed to provide his services to those residents residing along the Duke Power electrical lines where tree cutting has taken place. It did not include residents living on the interior. Rhona contacted 3 residents whom this affected and has rescinded the offer and apologized for the misunderstanding.

16. New Business:

- a. Garden Contest – Rhona shared a conversation with a resident who recommended having a garden contest. Colleen suggested a garden of the month contest to include the winter months. A sign designating the winner would be placed in the front yard. Bill stated that any participant must be a member of the GPOA. Rhona will discuss this topic with Gina Grey, president of the Greenbrier Garden Club.
- b. Solicitation – Heavenly Cleaning Services – Rhona noted a resident had reported this company soliciting in Greenbrier without a permit. This company has solicited for many years and was not aware of the need for a permit. Rhona reached out to them to offer assistance in the process. The company has not returned phone calls or submitted an applicaiton. Discussion followed. No further action is needed by the Board.
- c. Bill suggested that the brush hogging scheduled for the Spring be postponed due to the rain. \$1,500 was budgeted for two sessions (\$750 each), but he does not feel it necessary at this time. He recommended it be postponed until August. Discussion continued.
- d. Bill said that a decision to go forward with July 4<sup>th</sup> celebration at the Emerald, if the Governor, permits. Jerry has agreed to contribute \$300.

17. Adjournment: There being no further business Mandy made a motion to adjourn; Bill/Geoffrey seconded; the motion carried. The meeting was adjourned at 6:47 PM.

Respectfully submitted,  
Mandy Chew, Secretary