

# **GREENBRIER PROPERTY OWNERS ASSOCIATION BOARD MEETING**

## **The Emerald**

### **June 16, 2021**

**Present:** Mandy Chew, Vice President  
Terry West, Treasurer  
Paul DeVenuto, Assistant Treasurer  
Gerry Fleckenstein, Secretary  
Geoffrey Smith, Assistant Secretary  
Rhona Beadle, Immediate Past President, Member at Large

**Absent:** Colleen Iaach, President

**Others:** George Kramer, Chair ACC

The regular monthly meeting of the GPOA Board was held at The Emerald. President Colleen Iaach was not able to attend the meeting so after determining that there was a quorum the meeting was called to order by Vice President Mandy Chew at 5:07 PM.

#### **May 24, 2021 GPOA Board Minutes:**

Gerry sent the May minutes to all Board members prior to the meeting. Suggested corrections were made and Rhona made a motion to approve the minutes; the motion was seconded and passed. Paul will post the approved minutes on the website.

#### **Community Comment:**

No community members were present. Tony Tauber of 1707 Pennyroyal approached Gerry before the meeting to discuss some changes he wanted to make to his driveway. Gerry will get back to him with the information and application and also referred him to the ACC. Jule Burke-Tauber had called Rhona and was concerned about grass mowing along Greenbrier Parkway on Memorial Day. Due to the dust, noise, and allergies they could not enjoy the holiday outside and she wondered if we could ask if mowing could not be done on a holiday weekend. Terry said he would talk to Little Guys, but due to weather conditions and scheduling we do not have control over this issue.

#### **ACC Report:**

George Kramer presented the review of the June ACC applications at the June ACC meeting. The ACC endorsed all applications except for Dennis Connolly's shed application,

#### **Applications Received for June review:**

Three applications that were presented to the Board at the May meeting had been tabled. Rhona made a motion to take them off the table; it was seconded; passed.

Matthew Gola, 3104 Coriander Drive; application for a patio and low decorative patio wall was tabled until the Board received more information with regard to location and drainage easements. George verified that it was compliant; Rhona made a motion to approve; it was seconded; passed.

Mike Matthews, 7005 Clubhouse Drive (2021-029)-Section IV-1; above ground goldfish/koi pond and patio behind residence. This application was tabled until the Board received information concerning installation and foundation base. George talked with Mr. Matthews and was reassured that the koi pond would be installed to be structurally sound. Rhona made a motion to approve; it was seconded; passed.

Stephen Dunker, 1342 Pine Valley Drive; application for removal of 24 trees was tabled in May. Geoffrey took pictures to show the Board and as there were safety concerns and root damage to the foundation, and Mr. Dunker is planning landscape work Paul made a motion to approve; it was seconded and passed.

Rebecca Anthon, 900 Basil Drive; after last month's decision to deny the fence application Ms. Anthon moved the fence, but it is still not in line with the sides of the house and is visible from the street and, therefore, still non-compliant. At this time **NO** variance was requested or approved by the Board, Mandy will write a letter to Ms. Anthon explaining the Board's decision, but reminding her that at this time the fence is non-compliant and her application as presented was denied.

The remaining June applications that were received are:

Dennis Connolly, 138 Southern Hills Drive; application for a wooden shed. The application was incomplete and not compliant; Gerry made a motion **NOT** to approve the application; it was seconded; passed.

Arthur Estes, 131 Southern Hills drive; generator installation; Rhona made a motion to approve, it was seconded; passed.

John Bischoff, 6005 Clubhouse Drive; residential addition; Mr. Bischoff submitted an application in May for deck replacement and addition which was tabled for further information. George contacted Mr. Bischoff and received a copy of his City permit and Geoffrey took a picture of what the addition would look like (same as neighbor's house). The application was voted off the table and Rhona made a motion to approve; it was seconded; passed. Mandy will write a letter to Mr. Bischoff and explain our tree policy and permit process and ask that in the future he adhere to our policies and guidelines.

Terry West, 1008 Basil Drive; window/skylight replacements; Rhona made a motion to approve; it was seconded and passed.

Kevin Bragg, 306 Augusta Court; exterior house color change; Gerry made a motion to approve; it was seconded; passed.

Kevin Malott, 1102 Basil Drive; replacement windows and storm door replacement; Gerry made a motion to approve; it was seconded ; passed

William Cumber, 111 Oak Hill Lane; exterior house and trim color change; Rhona made a motion to approve; it was seconded; passed.

David & Mandy Chew, 109 Oak Hill Lane; replacement of front entry doors; Rhona made a motion to approve; it was seconded; passed.

Matthew Miller, 7002 Clubhouse Drive; removal of 3 trees and landscaping is planned; Rhona made a motion to pass; it was seconded; passed.

Rodrick Lewis, 7000 Clubhouse Drive; removal of 8 trees; Paul made a motion to approve; it was seconded; passed.

Thomas Priest, 1343 Pine Valley Drive; cement driveway replacement; Rhona made a motion to approve; it was seconded; passed.

Mandy will sign off on the applications in lieu of Colleen and deliver them to George; Gerry will fill out the new bright orange permit signs for the approved applications and get them to George tomorrow.

A mandatory joint meeting of the ACC and the GPOA will be held on Wednesday, July 7 @ 3:30 at Colleen's house to discuss better communication between the groups.

## **Board Members' Reports:**

### **President's Report:**

Mandy reported for Colleen. Colleen expressed her thanks to; Jim and Gerry Fleckenstein for working on revising and updating the ACC documents; to Mandy Chew for taking responsibility for the Pony Express; David Chew for his continuing advice; all the Bear Park volunteers under the leadership of David & Mandy Chew and Ruth Powers; Rhona Beadle for taking over the membership chair and keeping the community informed through GPOA Mail.

The board needs to continue to work on communication with the residents regarding covenant compliance and the process that should be followed. Perhaps the Board should undertake another GPOA Mail reminder or a Pony Express distribution.

The Noise Abatement Committee is continuing to work on the issue and hopes to meet with Jeffrey Oldham after July 4.

Common Cause North Carolina would like to present a workshop on redistricting which takes place every ten years after the census and remains in effect until the next census. Other HOAs will be invited to participate to. Interest was expressed in getting more information on this.

Debbie Welch would like to have a Bear Park Ceremony and invite Jeffrey Oldham to speak.

2021 graduates will be honored with a balloon display and a Gazette article.

### **Vice President's Report:**

Mandy reported on the work at Bear Park and the continuing work of the volunteer committee. To complete essential work on the boardwalks approximately \$500 more will be needed for lumber. Tom Glasgow of Craven County Cooperative Extension is scheduled to do an ecological survey and tour on June 18. Bob Sullivan, Bruce Shotland, and Nina Powell are co-chairs of an Ecology and Interpretive signage sub-committee for the trail-ways. Bi-weekly maintenance of the trails will continue through the summer. A quote to expand irrigation in Bear Park is about \$1,200.00. We did discuss how the Board will contribute monies for Bear Park. Terry will work with Mandy to see what can be done for next year's budget.

Mandy did follow up with Cal Hansen & Lou Costello regarding wetlands around Bear Park and Mandy reported that Cal was happy with how the project is progressing and that no additions to the park were planned.

### **Secretary's Report:**

Gerry presented the revised GPOA/ACC Non-Compliance Referral Form for review. Gerry made a motion that the form be approved for use as of 6/16/21. The motion was seconded and passed.

Work is continuing on the review of the ACC forms and documents. Gerry and Jim met with George Kramer, ACC chair, to review the forms. Now that the format of the forms has been finalized coordination of the policies and guidelines with the applications should move more quickly and the Board will be able to review and approve.

The Nominating Committee headed by Mandy Chew, with members, Gerry Fleckenstein, Janet Routier, and John Cole, hope to have the slate of candidates by June 23. Three board positions are open this year. The voting packet will need to be finalized by June 25 so printing can be done by the end of June.

The Semi-Annual Meeting will be an informational meeting and will be held on Sunday, August 15 from 2:00 PM-4:00 PM at the Emerald. Last year's mail-in vote was so successful that the committee, Gerry, Rhona, Mandy, felt that this process should continue for the election of board members and approval of the November 2019 minutes. Due to Covid we have not had an in-person meeting since November, 2019 so those minutes will need to be approved. A draft copy of the proposed agenda was given to all board members. All board members will participate in the meeting and Rhona will do a power point presentation and all board members should have their information to her by **July 19**. The mailing packet will include a cover letter by Colleen, 11/19 Minutes, the treasurer's update through 6/30/21, the candidates' bios, a secret ballot form, and a return envelope. The Pony Express will deliver the packet to GPOA members by July 12. All votes will need to be received by 5:00 on **Friday, August 6**.

## **Treasurer's Report:**

Terry reported that YTD we are still on track with the budget and we remain financially sound. Rhona moved to accept the budget report as information. It was seconded and passed. To date our checking account has \$30,221.04 and the money market has \$14,073.27. As of this date Bear Park has \$800 in its account.

**Maintenance:** Terry continued his report with a maintenance update.

The Little Guys began bush hogging at the Greenbrier entrance June 21. Bear Park will be included.

The Bear Park Nature Preserve committee received an estimate of \$475.20 to extend the area that the current irrigation system waters. This will negate watering plants by hand in the future. The Board will discuss financing at a later date.

The irrigation schedule was increased to 3X per week instead of 2X. This was the schedule last year and it is necessary to increase the frequency to maintain all the existing and new plants/bulbs.

Pine straw for the college entrance should be received soon. Fifteen bales will be ordered for Bear Park as soon as pine straw orders resume. Provider is currently not taking any orders until he is somewhat caught up.

If we can afford to at a later date Terry would like to see improvement to the appearance at the Greenbrier entrance at the corners of Glenburnie and Greenbrier Parkway. There is a large pine straw bed area to the right of the double Greenbrier signs that would look much nicer with some low maintenance plantings.

## **Past President and Member at Large Report:**

Rhona reminded us that the GPOA is hosting and sponsoring the July 4th Burger Night. Mandy and Rhona do have some decorations and we will have a 50/50 raffle. Rhona asked for help to set up on July 3. Paul, Terry, Gerry, Mandy, and Rhona are available to help.

## **Standing Committee Reports:**

### **ACC Report:**

George presented the ACC report earlier in the meeting. See preceding section of minutes for ACC report.

### **Membership Committee:**

Rhona reported that to date we have 493 GPOA members (74.7% of the residents).

**Safety Committee:**

Paul reported on the recent spate of solicitation from "Insight". This group was not allowed to solicit in the community and gave false information when queried by residents. Please call the police if approached by unapproved solicitors. Geoffrey suggested leaving a negative review on their website.

Wayne D'Arco will be the new Block Captain Chair for Neighborhood Watch.

The GPOA has again distributed reentry passes in the event of evacuation due to hurricanes. Rhona has given all the packets to Colleen. Paul should get the passes from her.

Due to the recent frequent sightings of foxes Paul will write an article about dealing with these critters for The Gazette or GPOA Mail. There have been several reports that a fox family has taken up residence under Mr. Feury's deck. Paul will contact City of New Bern Animal Control to see if anything can be done.

**Beautification and Maintenance:** Please see Treasurer's Report.

**Social Activities:**

Please see information under Past President's Report.

**Ad Hoc Committees:****Bear Park Project:**

Please see the report under the Vice President's Report.

**Noise Abatement:**

Please see report under the President's Report.

**Old Business:**

Mandy asked Geoffrey if he had followed up on John Robinson's request for a crosswalk on Greenbrier Parkway. Geoffrey said that he would do that before our next meeting,

**New Business:**

Pat and Katie Dougherty, realtors, had paid \$300 for a website ad. The ad is not on the website. The GPOA needs to follow through with Bill Stafford and Colleen to see what is going on with the ads. If we are not using ads on the website we need to return their money or if we are going to use ads they need to be on it ASAP and their time adjusted accordingly. We will ask Colleen to follow-up.

**Next Scheduled Meeting:**

The next GPOA Board meeting will be on Wednesday, July 21, at 5:00PM at the Emerald.

A motion to adjourn the meeting was made by Gerry; it was seconded; passed. The meeting adjourned at 7:25.

**Submitted by Gerry Fleckenstein, Secretary**