

**GREENBRIER PROPERTY OWNERS ASSOCIATION BOARD MEETING**  
**September 16, 2020, 5:00 PM**  
**The Emerald**

Present: Rhona Beadle, President  
Geoffrey Smith, Vice President  
Mandy Chew, Secretary  
Terry West, Treasurer  
Paul DeVenuto, Assistant Treasurer  
Colleen Iacch, Assistant Secretary  
Bill Stafford, Immediate Past President, Member at Large  
Gerry Fleckenstein, Board Elected/Installed

Others Present: George Kramer, Chair, ACC

1. Call to Order: President, Rhona Beadle, called the meeting to order at 5:11 PM.
2. Roll Call: Rhona recognized each member and thanked them for attending. A quorum was established.
3. Community Comments: No community comments were received.
4. Old Business
  - a. Approval of August 19, 2020 Minutes: Mandy Chew  
The minutes of the August 19, 2020 meeting were presented. No corrections or additions were noted; Colleen made a motion to accept the minutes as presented; Paul seconded; the motion carried.
  - b. Report of Treasurer/Finance: Terry West  
Terry reported \$19,521.20 in the checking account. This does not reflect a \$1,000 video sponsorship check that will be deposited on 9/17. Two remaining sponsorships are anticipated. The money market totals \$14,057.13. The landscaping and irrigation invoices for Bear Bark and expenses for the Feury property have been paid. We are in good shape per Terry. Discussion continued regarding pine straw, bush hogging, and tree trimming at the front entrance to be addressed before the holidays. Bill made a motion to accept the report of the Treasurer as information; Terry seconded; the motion passed. The financial report is attached.
  - c. Collections against the 2020 Directory: Bill Stafford  
Bill met with Rhona, Colleen, and Linda Dodge to discuss the Greenbrier Directory. The decision was made to take the Directory to an "all-digital" format and not to include block-page advertisements. Bill is negotiating with Jeremy LeRay who manages the website, to accommodate "1-liner page" ads. Jeremy will bill the vendors and attach an auto-renewal for subsequent years. This will ensure that there is no delay in the publication and will also result in a decrease in cost for the printing of the Directory. Bill further stated that he has 7 vendors (\$300 each digital) for 2021. Bill further announced that he has negotiated the legal services of Peter Mueller, a New Bern real estate attorney to assist the Board. Rhona thanked Bill for his work on the Directory over the past 3 years, and for the new vision proposed with the digital format. All concurred.
  - d. Foul Pool Remediation: Bill Stafford  
Bill reported on the work completed by The Little Guys at 1239 Pine Valley Dr. All vegetation and decayed fencing had been removed. Bill submitted photos and detailed report to the Board. He advised the Board that the remaining obstacles that need attention, both involving safety: "(1) a non-fenced swimming pool area in violation of

NC Law, and (2) a swimming pool creating a health hazard in the neighborhood in the form of mosquitos, and “venomous reptiles.” Discussion followed regarding the delivery of invoices totaling \$2400 to the owner for the maintenance work performed by The Little Guys. Rhona recounted the difficulty she had when contacting the owner via mail, certified mail, return-receipt mail, telephone, and in-person visits. She stated she would be issuing the invoices tomorrow. Bill offered to make the delivery in person with the Board’s approval. The further discussion involved violation complaints to be filed with Craven County’s Department of Health and the Building Inspector with the City of New Bern. Mandy offered to address this issue. A motion was made by Mandy for Bill Stafford to proceed with the delivery of the invoices to the homeowner; Paul seconded; the motion carried. Further, a motion was made to accept as information by Bill to notify the appropriate City/County authorities of the pool violations; Colleen seconded; the motion carried. Bill further reported of his discussion with Peter Mueller, a New Bern real estate attorney, who has agreed to provide legal guidance to the Board.

- e. Greenbrier Video and sponsorship: See Agenda item #4. c. above for report by Bill Stafford. Bill will continue to work on this issue in the future. Rhona and Board thanked him for his work.
  - f. Leaning tree on Clubhouse: Rhona acknowledged that this task had been completed.
  - g. Safety in the intersection of Greenbrier Parkway, College Drive Glenburnie: Rhona recounted past efforts with the City and NC DOT. She reported that there are no funds available at this time. Bill reported his contact with Kevin Lacey located in Greenville who is with the DOT and can review the request. Jeffrey introduced photos showing how the view of the traffic light is obscured by trees along both sides of Glenburnie. He suggested that the second set of lights be installed avoiding the need to change the speed limit. Discussion followed regarding the speed limit reduction and the addition of the second set of lights. The decision was made to proceed with the speed limit reduction request, and to include the second alternative to provide better traffic safety.
  - h. Political Signage – Rhona discussed the prior efforts made to address political signage. Gerry clarified that there is a limit of 2 political signs per property. Since early voting began 9/15, signs are now permitted. Discussion followed.
  - i. Policy for Reserving Bear Park: Rhona announced that she requested a review of this policy by Peter Mueller, the real estate attorney. She is awaiting his reply.
5. Reorganization of GPOA Board – Rhona Beadle
- a. Bill Stafford: Completed term and Board Recognition (2017 – 2020)  
Rhona began by recognizing Bill. He then read a letter to the Board, recognizing their contributions, congratulating them for their successes, encouraging their future progress and achievements. He stated that this work had contributed to the continued success of Greenbrier as one of the most sought-after residential areas in eastern North Carolina. Rhona presented Bill with a plaque and gift certificate from the Board. Each Board member then individually thanked Bill for his contributions.
  - b. Gerry Fleckenstein: Gerry was installed to the GPOA board for the 2020-2023 term.
  - c. Geoffrey Smith: Geoffrey was reelected/installed to the Board for the 2020-2023 term.
  - d. Reorganization of Officers
    - i. President – Rhona nominated Colleen Iacch as President
    - ii. Vice President – Colleen nominated Mandy Chew
    - iii. Treasurer – Colleen nominated Terry West for
    - iv. Assistant Treasurer – Colleen nominated Paul DeVenturo

- v. Assistant Secretary – Colleen nominated Geoffrey Smith  
By common consent, all nominations were accepted and approved by the Board.
6. Report from ACC Liaison: Geoffrey Smith and George Kramer
    - a. ACC Applications recommended for Approval (Minutes of 9-9-2020 meeting attached)
      - i. Tree Removal Requests: 130 St. Andrews Cir Ct; 115 Oakmont Cir; 3100 Peppercorn Rd; 1714 Pennyroyal Rd; 600 Doral Ct. The Board acknowledged the report as information only.
      - ii. Residential Rehabilitation Endorsement: 107 Oak Hill Ln. Following discussions regarding the rehabilitation of the property, Rhona made a motion to approve the motion by the ACC; Terry approved; the motion carried.
      - iii. Rhona stated that the cut trees piled in the street at 125 Southern Hills Dr. remains. Discussion followed as to the procedure for having the debris removed, either by the homeowner or the City of New Bern. Rhona offered to contact Avery Smith at the City for assistance.
      - iv. Rhona clarified with George the time taken for the ACC to receive and then respond to a request. George stated that generally a request is turned around in 24 hours.
    - b. ACC Visit Check List Development and Implementation – Geoffrey reported that the checklist for the “shed” policy was completed. He detailed the step by step checklist that brings focus to the homeowner to consider before submitting a request. Talking with the adjoining neighbors will be stressed to ensure that there are no surprises in the future for the parties involved. Work continues with other checklists.
  7. Report of Ad Hoc Committee for Route 70 Noise Abatement: Colleen Iacch  
Colleen report that the committee had met to discuss the history of prior efforts in abatement. The most significant study was from 2012 by the NC DOT, but the request by Greenbrier was rejected. The State declared that Hwy 70 existed before Greenbrier was developed; that I 43 would not add new lanes increasing traffic at Craven Community College; and that no funding was available. Discussion continued involving the planting of trees and a wall. A petition by the homeowners, to accompany a letter to the NC DOT was discussed. The committee will continue to work on obtaining approval for a study in the fall.
  8. Report of Communications: Rhona Beadle  
Rhona reported on the most recent (9/16) notification posted on the website including the new video.
    - a. Wreaths Across America – Jim Morrison oversees this volunteer effort.
    - b. Journey of Hope is a breast cancer awareness event sponsored by the ELGA for October 10<sup>th</sup>.
    - c. Habitat for Humanity and Restore will provide a collection site at the Emerald on 9/26 between 9:30 and 11:00.
  9. Report of Membership: Mandy Chew with Linda Dodge
    - a. Linda report 490 GPOA members or 75%. HOA participation remains at 61%. Since October 2019, no in-person Welcome Parties have occurred due to COVID. Linda doubts that given the current housing availability, membership will not significantly increase by the end of the year.
    - b. Mandy reported that 8 letters were mailed during the month to current real estate agents who have listings in Greenbrier. Two of the homes have been sold and 2 are

under contract. These mailings will continue to reinforce the need for all agents and potential buyers to be aware of the Greenbrier covenants.

10. Report on Maintenance and Beautification: Terry West and Geoffrey Smith
  - a. As noted in Agenda item #4 b., Terry recommended that the seasonal maintenance be postponed until just before the holidays. There are no outstanding invoices for any of the maintenance services currently.
  - b. Repair of Nature Preserve Parkway – Rhona reported that a resident reported the unsafe condition of the Nature Preserve walkway. Discussion followed including steps needed to dissuade use/entry to the walkway. Jeffrey will use rope to cordon off the entries and new signs (Rhona) will be posted. Discussion followed concerning the future of the Preserve walkway, a survey to determine residential interest, and the costs both of rehabilitation and maintenance. Geoffrey wants to initiate a focus group on Bear Park, invite the community and ask for input for its future use. Mandy made a motion to close access to the preserve walkway and post signs stating, “no entry”, at all entry points; Paul seconded; the motion carried.
  - c. Discussion continued regarding the possibilities for an additional fountain at Bear Park.
11. Community Watch Discussions: Paul DeVenuto
  - a. Community Block Watch Captains – Paul continues to acquire email contacts for all volunteers.
  - b. Speed Sign Flag Project – New flags have been ordered (orange to coordinate with Halloween).
  - c. A resident reported the sighting of numerous snakes in the area. Paul will write an article either for the *Gazette* or for Rhona to publish on the internet, describing snakes encountered in our area.
  - d. A “New Bern Resilience Plan” was announced. This planning survey will address hazards for the City of New Bern and future flooding issues.

By common consent, the Board accepted the report as information.
12. Social Activities for 2020: Rhona and Colleen are working to establish a committee to oversee the coordination of social activities for the GPOA. This will be further discussed at the strategic planning meeting.
13. HOA Council: Rhona had no new information to report.
14. Old Business:
  - a. Document storage on Website: Rhona will instruct Jeremy LeRay to begin storage of the GPOA documents as of 9/17 and going forward.
  - b. Fountain, fountain lights, and fountain in Bear Park: A desire was expressed by the Board to eventually include a fountain in the Bear Park pond. He also reported that the “cone” floodlights located at the front entrance had been replaced with LED’s providing improved lighting and reducing future replacement costs.
  - c. Repainting of Greenbrier Sign – Geoffrey provided an update and photos of the status and refurbishment of the entry sign on Glenburnie.

Mandy made a motion to accept the report by Geoffrey; Rhona seconded; the motion carried.

15. New Business:

- a. Development of a strategic plan of 2021: Rhona explained the process for budget development and strategic planning meeting for 2021. Colleen will get back to the Board with potential dates.
- b. Luminaria 2020 Project: Colleen announced that she would like to replicate the Luminaria lighting this year. Several options were mentioned but will be further discussed in the planning meeting in October.
- c. Budget 2021: Terry announced that he has begun to develop a 2021 budget. The annual meeting in 2019 was held on November 17. With the next meeting of the GPOA scheduled for October 21<sup>st</sup>, it was decided that the budget would be developed at the next work session in early October. The date and location of the winter meeting will be further discussed.

16. Next Board meeting: Scheduled for October 21, 2020.

17. Adjournment: There being no further business Colleen made a motion to adjourn; Rhona seconded; the motion carried. The meeting was adjourned at 7:21 PM.

Mandy Chew, Secretary  
Attachments