

**MINUTES  
BOARD OF DIRECTORS ANNUAL MEETING  
DECEMBER 6, 2016 7:00 PM**

**GREENE MILL PRESERVE  
Greene Mill Preserve Clubhouse  
41074 Solti Way  
Leesburg, Virginia 20175**

**BOARD ATTENDEES**

Joe Payne – President  
Jeremy Baker – Vice President  
Randy Duncan – Vice President  
Kerry Oldfield – Treasurer  
Katie Kutch – Secretary

**RESIDENTS IN ATTENDANCE**

Todd Allen – Nickman Way  
Karin Arnold – Black Branch Parkway  
Joe Bono – Indigo Place  
Dan Dowse – Black Branch Parkway  
Sara Dowse – Black Branch Parkway  
Matt Duffy – Indigo Place  
Nick Holmes – Indigo Place  
Ryan Jones – Dinah Place  
Shaun Kennedy – Indigo Place  
William Korchin – Nickman Way  
Connie Leathers – Coltrane Square  
Chris Marchant – Wilderness Acres Circle  
Stephanie Meewes – Waxwing Drive  
Charles Sarahan – Tess Drive  
Mark Statz – Aging Oak Drive  
Chad Thompson – Waxwing Drive  
Kim Thompson – Waxwing Drive  
Patty Waschitzki – Waxwing Drive  
Matt Yin – Aging Oak Drive  
Sonia Zawalski – Nickman Way

**OTHER ATTENDEES**

David Prutz – Sentry Management Inc.

**CALL TO ORDER**

Mr. Payne called to order the December 7, 2016 Greene Mill Preserve Board of Directors meeting at 7:09 p.m. Meeting was adjourned at 7:10 to establish quorum and reconvened at 7:12.

**QUORUM**

A quorum was established with all five Board of Directors members present. Twenty members were present with five additional proxies.

**PROOF OF NOTICE OF MEETING**

**APPROVAL OF AGENDA**

Agenda for this evening was presented and accepted as written. This motion passed unanimously.

**PRESIDENT'S REPORT**

The President reported a management change in 2016 and an external rebuilding year. The plan for 2017 includes an internal rebuilding year including covenants, developing committee charters and the development of a full service website.

**TREASURER'S REPORT**

The Treasurer reported the 2017 Budget has been passed and has more specific line items. We continue to work on assets with a CD ladder with greater interest.

**APPROVAL OF MINUTES**

Meeting Minutes from the December 2015 Annual Meeting were presented and accepted as written. This motion passed unanimously.

**APPOINTMENT OF INSPECTORS OF ELECTION**

Two homeowners were appointed as inspectors of election.

**COVENANTS COMMITTEE**

The Covenants Committee chair discussed projects that had taken place over the past year including the number of applications that were received and approved and the undertaking of the covenants inspection that happened in the spring and summer timeframe.

**GROUNDS AND LANDSCAPING COMMITTEE**

The Grounds and Landscaping chair discussed the updates to the neighborhood including the new patio, trashcans, pet stations and benches. The new trash contract that begins in January was also discussed with CSI

maintaining the contract and trash and recycling days combined to two days instead of three. In addition, a new landscaping and snow contract has also been awarded.

### **SOCIAL COMMITTEE**

The Social Committee chair discussed the schedule over the past year and attendance of all the major events. The 2017 schedule is as follows:

- Easter Egg Hunt and Pictures with the Easter Bunny – April 8<sup>th</sup>
- Fourth of July BBQ – July 4<sup>th</sup>
- Halloween Pizza Party – October 31<sup>st</sup> (date may be changed)
- Cookies with Santa – December 3<sup>rd</sup>

### **ELECTION OF DIRECTOR**

The two appointed homeowners counted votes (including those done by proxy) for the annual election. Joe Payne and Randy Duncan received the most number of votes and will remain on the Board of Directors. Joe Payne will serve a three (3) year term and Randy Duncan will serve a one (1) year term.

### **OPEN FORUM**

The following items were brought during Open Forum

- Karin Arnold
  - Traffic Calming Committee December 8<sup>th</sup> at 8:00 PM
  - Trash Pickup times with new contract
- Paula Duncan
  - Potential for a flyer box near the clubhouse to post events
  - The need for a small table for the hallway in the clubhouse
- Joe Bono
  - Dominion meetings have continued with local government officials Minchew and Buffington to discuss Dominion's continuance of not obeying laws
  - The group Loudoun 350 is also an active force but is trying to stop everything, GMP representation aims to protect homes in the neighborhood
- Gary Cuppett
  - Lights on the Village Green out with the ballasts
- Ryan Jones
  - Cost of new lights on the Village Green
- Nick Holmes
  - Landscape contractor invest more in plantings
  - Lamp post banner signs
  - Bike lane on Black Branch
  - Phased approach on trails to be paved
- Todd Allen

- Research on the soccer field
- Patty Waschitzki
  - Uneven stepping Stones on easement
- Chad Thompson
  - Solar Lights
  - Trash and parking near the basketball court
- Charles Sarahan
  - Adjustments to the covenants to include exterior modifications that assist elderly parents living with homeowners

**NEXT MEETING DATE**

The Board Meetings for 2017 will be established at a later date and will be published on the new neighborhood website.

**ADJOURNMENT**

The meeting was adjourned at 9:02 PM and to an Executive Session that began at 9:05 PM. The Executive Session was adjourned at 9:58 PM.

Respectively submitted by,

Katie Kutch  
Secretary of the Board of Directors

**DATE APPROVED: 12/5/2017**