

**Greenway Farms Homeowners' Association  
Board of Directors Meeting Minutes**

January 22, 2019 - Police Safety Station- 65 Plaza St, Leesburg

Roll Call-Board Members:

Matthew Gebert, President

Vice President, Vacant

Erika Riordan, Secretary

Huy Tran, Treasurer

Director, Vacant

Management Company Representative Present: Lily Lombardo, CMCA

**8:02 Called to order after the Annual Meeting**

**Approval of Minutes**

Huy Motion to approve as submitted, Matt Second, Board vote 2-1 (Erika against), October meeting minutes approved.

**Committee Reports**

*Landscape:* Lombardo will direct SavAtree to inspect all common area throughout and report declining and or dead ash trees. Manager will forward via email cost schedule for snow shoveling.

*Covenants:* ARB submitted additions to the Resident Guidelines. Board of Directors will meet with ARB in April to discuss additions (solar panels, window panes, street trees, metal roofs, sheds).

*Recreation:* Multi purpose and tennis courts will be inspected this spring.

*Social:* Date to be determined for social event. Mike Taylor, Chairman.

*Website/Facebook:* Brian McAfee is the administrator for Facebook. FB page is not part of the HOA and notice is published on invitation page. Board will discuss website and select administrator.

**Old Business**

Ash trees cut and drop per SavAtree contract. Complete

Wind damage tree replacement per Genesis contract. Complete

NV Pools is currently working on pool tiles and white coat. Incomplete at this time.

Treasurer will open 2 CDs, pending Morgan Stanley fees. \*Via email, no fees associated. Treasure will proceed.

**New Business**

Board reviewed umbrella proposal for wading pool. No action this year.

Lombardo will submit via email cost to repair dumpster gate.

**Board reviewed financial reports. Previous months will be included in reports. Balances as of December 31, 2018: Operating \$49,780. Investments \$299,513. Total equity (23,774). Board can view financials online in real time.**

**Greenway Farms HOA  
January 22, 2019  
Meeting Minutes  
New Business Con't**

Board discussed parking in the townhouse section. Garages and driveways should be used. No changes at this time.

**Open Forum**

4 members attended. No questions or comments. \*Discussion from the Annual meeting: Stray cats, Ash and other trees, snakes, large trash containers, development, fees for townhomes vs. single family, pool expense, sidewalk and bus stop snow removal.

Motion/ Second to enter Executive Session to discuss Board member conduct, collection report, delinquency report, ARC issues.

**Exit Executive Session // Executive Session Summary**

Solar Panel Application: Board will consider pending meeting with ARB in April 2019. Application will be considered after reasonable guidelines are established. ARB should refer to the Bylaws regarding sheds.

Drainage on Connery. Manager will submit 3 proposals during the April meeting. Engineer report will be submitted to contractor as a reference point to remedy water buildup.

Facebook: Liaison appointed - Kim Berkey  
Website & Email List: Liaison appointed - Maureen Kirk

Discussion: (Previous) Vice President and Director Resignation letters, President Email to Secretary and Board of Directors Code of Conduct draft policy. Policy was not adopted at this time.

Three board members (one member was silent) admonished Secretary's conduct / actions: Recording October meeting without the board members knowledge, showing disrespect to board and managing agent, making inflammatory and accusatory comments against board members and management, changing the resident email list password without asking the board, and posting inappropriate comments on the unofficial Facebook page. Notice given - Do not to contact attorney or contractors without board approval, forward resident email to the managing agent. Board member was removed with cause from Secretary to Director. A Director has voting rights but no official duties. No tasks were assigned to the Director.

By majority, the Director was asked to resign. Discussion also included Board member removal process.

Collection report is current. Past due accounts will be sent to legal for collection.

**Organizational Meeting:**

Matt Gebert, President  
Kim Berkey, Vice President  
Huy Tran, Treasurer  
Maureen Kirk, Secretary  
Erika Riordan, Director  
Meeting Adjourned at 10:00pm