

GLENMORE COMMUNITY ASSOCIATION
MEETING MINUTES – February 16, 2017

DIANA FERGUSON, PRESIDENT, NANCY GANSNEDER, VICE PRESIDENT
MIKE MONTICELLO, SECRETARY BILL DUNNE, TREASURER
JIM COLBAUGH ART PETERS RON BAELOW

A. ESTABLISHMENT OF QUORUM: Board Members Present: Diana Ferguson, Mike Monticello, Bill Dunne, Art Peters and Jim Colbaugh. Nancy Gansneder attended electronically. Ron Baellow was absent. President Ferguson established a quorum.

B. WELCOME: President Diana Ferguson welcomed all in attendance and provided a brief summation regarding the order of business and protocols of the Board, reiterating that the GCA meetings are held every month at the GCC, residents of the community are welcome and encouraged to attend, and special meetings will be held as required. The President noted that the Agenda allows time for member input, that the Board may not respond to the specific concern at the time, allowing the Board time to reflect upon, research and discuss issues that are raised, and noted that it is important to provide a written answer to the questions/concerns as verbal answers tend to be forgotten or misrepresented in public.

C. MEMBER INPUT: Glenmore resident Eleanor Shaffrey addressed the Board and expressed concern that the original intent of the developer of Glenmore relative to the standards of the homes in the Bremerton Cottages has deteriorated. Ms. Shaffrey expressed concerns of homeowners making significant changes that are not in concert with the original intent of the Bremerton Cottage homes and suggested that as homes are sold in the Bremerton Cottage area, that realtors have a list of what the ‘do’s and don’ts’ are to the outside of every house. Ms. Ferguson thanked Mrs. Shaffrey and indicated that her comments as well as the issues related to a residence on Piperfife in the Bremerton Cottage area will be addressed under discussion of the ARC. Mrs. Shaffrey thanked the Board for all they do, that it is much appreciated.

D. OTHER ITEMS TO BE ADDED TO AGENDA: None

E. APPROVAL OF MINUTES: The January 19, 2017 minutes were approved unanimously.

F. REPORTS

President’s Report..... Diana Ferguson
Report attached. Ms. Ferguson thanked those involved and their work on finalizing the ground lease between GCA and CADEAUX Show Stables. The lease was signed to be effective March 1, 2017.

Treasurer/Budget & Finance.....Bill Dunne
Report attached. Mr. Dunne reported that the dues’ notices were sent out, payments are coming in and liens have been placed on three properties in arrears.

Architectural Review Board.....Stewart Ferguson
Report attached.

Architectural Review Committee.....Jim Colbaugh
Report attached. Mr. Colbaugh reported that a meeting was scheduled for February 20 with the President of Bremerton Cottage Association, the homeowner, a color consultant and a representative from the ARB to review the painting and color issues relative to the Piperfife residence. Ms. Ferguson commented that the changes made to the residence on Piperfife are very uncharacteristic, compared to others in the area. Ms. Ferguson relayed she had reviewed the actual declaration of the Bremerton Cottages and the Scottish Homes and it does not include any architectural responsibility. She also noted that under Special Committees/Reports on the Agenda, information on the ARB/ARC variances will be addressed. Mrs. Shaffrey expressed concern that changes to residences made in Glenmore without the approval of the ARC with no ‘policing’ of the area, affect our property values.

SecurityRon Baellow
No written report. Dottie Martin reported that the recent power outage (caused by tree falling on an electrical transformer) in Glenmore caused a major power surge at the Gatehouse with major damage to the electrical system and computers. The systems were temporarily brought back on line by GCA staff, but need other repairs. The costs of repairs at the Gatehouse are estimated to be in the range of \$2 to \$3 thousand. Ms. Martin also reported that the generator needs replacing and recommended the Board take action on this. Mr. Dunne reported that funds for replacing the generator is scheduled in the 2017 budget reserve. Insurance policies will be reviewed to determine coverage.

Compliance.....Nancy Gansneder
Report attached. Ms. Ferguson reported that the GCA was contacted by Dominion Power, and they have committed to paying the ‘unkempt property’ fine (following the hearing) on behalf of the resident on Wallingford.

Glenmore Farm.....Ron Baellow
(See discussion under New Business.)

Water ResourcesBill Dunne

- Phase II study begun on Glen Lochen pond with a physical inspection; following receipt of the report work will continue.
- A survey of the actual dam height will be undertaken of the equestrian center pond to see if it can be removed from certification.

Common Area Review Board.....Art Peters
Report attached. Mr. Peters reported on two issues:

- The CARB committee working on the GCA planned playground has determined that the previous locations under consideration for the playground are not centrally located within the community. Discussions have been held with the GCC to determine joint use of the existing GCC playground – as it is centrally located. GCC is willing to donate the area, but at this point unwilling to donate funds. To support community unity and allow non-member usage (at present, only GCC member families are allowed usage of the playground), the CARB committee is seeking permission of the Board to continue negotiations with GCC and proceed with a joint approach to provide playground facilities within Glenmore. GCA would maintain the playground. **MOTION: Approve CARB to go forward with negotiations with GCC for installation of new playground equipment at GCC’s existing playground site, to be jointly used by GCA general membership as well as GCC members, with the proviso that the GCA have easement in perpetuity to the property. CARB is authorized to spend up to the budgeted line item amount in the 2017 budget.** Motion was approved unanimously.
- The increase in geese and deer populations has become a matter requiring need of control. The geese are a health and safety issue, and the deer are destroying excessive amounts of homeowner gardens. After discussion of involvement with USDA relative to the geese, and local bow hunting groups used in the past by the GCC to cull the deer, the following motion was made. **MOTION: To proceed with harassing, addling, and netting of geese in the next six months subsequent to departure of migratory birds, and culling of the deer herd, only in open space, in conjunction with the GCC effort.** Motion approved unanimously. Ms. Gansneder suggested that the next Board have a wildlife management plan in place.
- The draft rules and regulations guide dated November 10, 2016 for the use of the Glenmore sports field adjacent to Carroll Creek were reviewed and accepted. Subsequently, the following motion was made. **MOTION: To adopt the Sports Field Usage Guide and publish on the GCA website.** Motion approved unanimously.

Roads.....Jim Colbaugh
No report. The lines on Piper Way are still to be painted. Mr. Peters will assist in identifying road crossings that need painting.

Nomination & Elections.....Mike Monticello

- The annual meeting of the Association is Thursday, February 23, 2017, at 7:00 PM, at the GCC. Election information and ballots have been sent to all members. Electronic voting at present appears light. A reminder will be included in a News & Notes reminder.
- Board member James Colbaugh advised the Board that he is resigning effective immediately, due to family matters. Members of the Board thanked Jim for his years of service to the Association.
- President Ferguson discussed the agenda for the upcoming annual meeting and sought Board input. Mr. Monticello will introduce the board candidates.

Communications.....Nancy Gansneder

Report attached.

- The community engagement charter was presented for approval to post for community input. The purpose of the charter is to advise the GCA Board on issues and method, means of communication and engagement, with members of the GCA. The following motion was made. ***MOTION: The Board accept the Community Engagement Charter and post on the GCA website for community feedback.*** The motion was approved unanimously.
- Ms. Gansneder reported that County Waste has increased their bill by \$1.00/month. Ms. Ferguson reported that the increase was provided for in their contract, however, their notice to GCA was sent to a wrong address, therefore GCA was unable to notify residents prior to receiving the new invoice. She communicated to the County Waste representative to correct the mailing address for GCA to: “President, GCA, PO Box 93, Keswick, VA 22947.”
- Ms. Gansneder reported that a joint GCA/GCC new member reception is scheduled for April 8 and another on November 11.
- Mr. Monticello noted that he is working on the ‘notebooks’ for the new Board members. Mr. Dunne suggested having a transition meeting between the new Board and retiring Board members.

G. SPECIAL COMMITTEES/GROUPS – REPORTS

- *Policy and Procedure Project – ARB/ARC Variances:* The updating of the C&R’s continues. Ms. Ferguson reported that based on review of the C&R’s and legal clarification, in order for the ARB/ARC to approve variance from the ARB Guidelines, the Board would have to assign this authority by resolution. Additionally, if this were assigned these committees would require two Directors to serve on the committees. She reinforced that the GCA attorney believes delegation of this authority should be used on a very limited basis. The review of variances by the ARB and ARC, and the approval of same, will be addressed in the continuing review effort.

H. UNFINISHED BUSINESS:

- *Village of Rivanna:* The County community advisory committee for this development has a number of Glenmore members but does not have a direct representative of the GCA. Contact was made with the Supervisor seeking representation as these are appointed positions. The GCA was advised that a liaison could represent the GCA until the County appoints a voting member. It was proposed and agreed that the GCA compliance officer, Dottie Martin who is a member of the advisory committee, represent the GCA until a permanent voting member is appointed. Ms. Ferguson will discuss this with Ms. Martin.
- *Administrative Secretary to the Board:* Board Secretary Mike Monticello thanked Gerri Wyer who has filled this position for the past 3 ½ years for her excellent work. Gerri advised the Board in early January that she desired to resign at the end of February 2017 to spend more time with family in the winter season. The Board thanked and praised Gerri for her service and dedication. Mr. Monticello motioned the following: ***MOTION: Approve Glenmore resident Stevia Anda as***

the Administrative Secretary to the Board for period of one year effective March 1, 2017. Appointment can be extended. Motion carried unanimously.

I. NEW BUSINESS:.

- *Glenmore Farm Equestrian Center:* A ground lease agreement was signed by CADEAUX Show Stables effective March 1, 2017. Notices have been given to the boarders of the horses. The current GFEC board members Bill Dunne and Art Peters provided the Board with information on the financial and operational review of the GFEC. The GFEC ran out of cash this month requires cash infusion from the GCA to operate through February and wind down the business. The following motion was made. ***MOTION: In order to wind down the GFEC business and to facilitate an orderly transition to close GFEC, the GCA will provide necessary funds to cover the negative cash flow of the business in the initial months of shut-down.*** Motion was approved unanimously.
- The current lessee was given notice that said lease is terminated on February 28, 2017 and the GFEC board members will submit resignations effective on the same date.
- At the time of purchase, the non-land and structure farm assets (furniture, horses and equipment) were transferred to Glenmore Farms, Inc. These will be transferred back to the GCA prior to the new lease commencing on March 1, 2017.
- A brief discussion regarding a barrier parcel between Glenmore and the Rivanna Village in the area of Ferndown Lane was deferred to the next Board.

The meeting adjourned at 9:55 PM.

APPENDIX A – FINANCIAL REPORTS (February 2017 Meeting)

Glenmore Community Association, Inc. Income & Expense Statement -Cash Basis 8.33%

	Budget 2017	Month 1/31/17	YTD 1/31/16	YTD 1/31/17	% thru January
REVENUE:					
Dues (Net)	\$827,975	\$34,170	\$3,060	\$34,170	4.1%
Equestrian Parcel Special Assessment	\$0	\$0	\$0	\$0	0.0%
Glenmore Country Club's Share of Guard Fees	\$56,811	\$13,151	\$13,119	\$13,151	23.1%
Glenmore Farm Inc. Rent	\$120	\$0	\$0	\$0	0.0%
Construction Impact Fees	\$18,200	\$0	\$1,200	\$0	0.0%
Interest Earned (Including Reserve Accounts)	\$850	\$58	\$57	\$58	6.8%
Other Revenue	\$7,140	\$626	\$550	\$626	8.8%
Total Revenue	\$911,096	\$48,005	\$17,986	\$48,005	5.3%

EXPENSES:

Administration

Miscellaneous Administration	\$4,284	\$2	\$2	\$2	0.0%
Administrative Supplies & Postage	\$2,520	\$239	\$455	\$239	9.5%
Website & Database	\$4,080	\$528	\$877	\$528	12.9%
General Manager	\$25,000	\$0	\$0	\$0	0.0%
Administration/ Minutes/Communication	\$21,375	\$4,800	\$3,000	\$4,800	22.5%
Bookkeeping	\$10,000	\$1,800	\$1,800	\$1,800	18.0%
Common Area Maintenance	\$9,600	\$0	\$2,400	\$0	0.0%
Compliance	\$2,400	\$600	\$600	\$600	25.0%
Upgrade Systems & Outreach	\$25,000	\$0	\$0	\$0	0.0%
ARB fees net of expenses	\$0	\$0	\$0	\$0	0.0%
Sub-total	\$104,259	\$7,969	\$9,134	\$7,969	7.6%

Equestrian Parcel

Equestrian Parcel Debt Service	\$60,196	\$5,016	\$5,016	\$5,016	8.3%
Maintenance	\$20,000	\$0	\$0	\$0	0.0%
Sub-total	\$80,196	\$5,016	\$5,016	\$5,016	6.3%

Animal Control

Wild Animal Removal	\$1,000	\$0	\$0	\$0	0.0%
Dog Stations	\$6,000	\$376	\$0	\$376	6.3%
Sub-total	\$7,000	\$376	\$0	\$376	6.3%

Common Area Maintenance

Irrigation Line Maintenance	\$1,500	\$0	\$0	\$0	0.0%
Landscape Maintenance	\$30,000	\$398	\$0	\$398	1.3%
Multi-Use Trails	\$4,000	\$0	\$0	\$0	0.0%
Rentals	\$1,100	\$0	\$147	\$0	0.0%
Sign Maintenance	\$8,000	\$0	\$0	\$0	0.0%
Trash Pick-up	\$1,000	\$0	\$0	\$0	0.0%
Tree Maintenance and Removal	\$10,000	\$0	\$0	\$0	0.0%
Tree Additions & Replacements	\$3,000	\$3,875	\$0	\$3,875	129.2%

Turf Maintenance	\$80,000	\$40	\$0	\$40	0.1%
Walking Path Maintenance	\$5,100	\$0	\$0	\$0	0.0%
Sub-total	\$143,700	\$4,313	\$147	\$4,313	3.0%
<u>Residential Area Maintenance</u>					
Leaf and Limb Removal	\$25,000	\$120	\$0	\$120	0.5%
Sub-total	\$25,000	\$120	\$0	\$120	0.5%
<u>Storm Emergency Cleanup</u>					
Snow Removal	\$20,000	\$0	\$0	\$0	0.0%
Storm Cleanup	\$5,000	\$0	\$0	\$0	0.0%
Sub-total	\$25,000	\$0	\$0	\$0	0.0%
<u>Water Resources</u>					
Dams & Pond Maintenance	\$25,000	\$2,066	\$909	\$2,066	8.3%
Ponds Utilities	\$7,000	\$513	\$559	\$513	7.3%
Dam, Pond & Stream Regulation	\$25,000	\$0	\$0	\$0	0.0%
Storm Water Infrastructure	\$15,000	\$0	\$0	\$0	0.0%
Storm Water Treatment Facilities	\$3,000	\$0	\$0	\$0	0.0%
Sub-total	\$75,000	\$2,579	\$1,468	\$2,579	3.4%
<u>Roads</u>					
Road Resurfacing and Repair	\$75,000	\$0	\$0	\$0	0.0%
Road Resurfacing and Repair GCC Share	\$0	\$0	\$0	\$0	0.0%
Transferred to Allocated Reserves	\$0	\$0	\$0	\$0	0.0%
Darby Road Planning & Design	\$0	\$0	\$0	\$0	0.0%
Sub-total	\$75,000	\$0	\$0	\$0	0.0%
<u>Professional Services, Insurance & Taxes</u>					
Attorney and Related Professional Services	\$30,000	\$1,030	\$5,767	\$1,030	3.4%
Auditor	\$9,450	\$0	\$0	\$0	0.0%
Federal & State Income Taxes	\$525	\$0	\$0	\$0	0.0%
Insurance	\$13,125	\$5,487	\$5,525	\$5,487	41.8%
License and Other Taxes	\$1,680	\$0	\$25	\$0	0.0%
Total	\$54,780	\$6,517	\$11,317	\$6,517	11.9%
<u>Gatehouse</u>					
Gatehouse Maintenance and Repairs	\$5,000	\$0	\$0	\$0	0.0%
Supplies	\$2,500	\$0	\$0	\$0	0.0%
Computer and Software Maintenance	\$1,500	\$179	\$0	\$179	11.9%
Equipment Maintenance Contract	\$3,000	\$599	\$0	\$599	20.0%
Utilities	\$7,800	\$816	\$558	\$816	10.5%
Guard Contact	\$225,000	\$17,003	\$16,963	\$17,003	7.6%
Sub-total	\$244,800	\$18,597	\$17,521	\$18,597	7.6%
<u>Crime Safety</u>					
Safety Patrol	\$15,000	\$1,320	\$480	\$1,320	8.8%
Vehicle Maintenance	\$2,500	\$0	\$173	\$0	0.0%
Sub-total	\$17,500	\$1,320	\$653	\$1,320	7.5%
<u>Contingency</u>	\$20,000	\$0	\$0	\$0	0.0%

Total Operational Expenses	\$872,235	\$46,807	\$45,256	\$46,807	5.4%
<u>Expenditures from Reserves</u>					
<i>Assessment 1 for Roads</i>	<i>-\$50,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0%</i>
<i>Property Management Carryover</i>	<i>-\$34,375</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0%</i>
<i>Recreation Area Construction</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0%</i>
<i>Equestrian Farm Barn Roof</i>	<i>\$0</i>	<i>\$17,100</i>	<i>\$0</i>	<i>\$17,100</i>	<i>0.0%</i>
Total Reserve Expenses	-\$34,375	\$17,100	\$0	\$17,100	-49.7%
Total Operational Expenses & Reserve Expenses	\$837,860	\$63,907	\$45,256	\$63,907	7.6%
Net Income (Loss)	\$73,236	(\$15,902)	(\$27,270)	(\$15,902)	
<u>ARB Security Deposit</u>	\$0	\$0	\$0	\$0	0.0%
<u>Capital Appropriations</u>					
<i>Soccer Field Equipment</i>	<i>\$15,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0%</i>
<i>Recreation Area Construction</i>	<i>\$60,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0%</i>
<i>Vehicle/Pedestrian Safety</i>	<i>\$40,000</i>	<i>\$6,693</i>	<i>\$0</i>	<i>\$6,693</i>	<i>16.7%</i>
Total Capital Expenditures	\$115,000	\$6,693	\$0	\$6,693	5.8%
Net Cash Flow after Capital Expenditures	(\$41,764)	(\$22,595)	(\$27,270)	(\$22,595)	

Glenmore Community Association, Inc.
Balance Sheet
As of January 31, 2017

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
Cash	
BB&T	233,591.00
Suntrust Bank	234,927.00
Union First Market Bank	68,369.00
Union First Market Bank Savings	99,195.00
Virginia National Bank	176,000.00
Total Cash	<u>\$812,082.00</u>
Accounts Receivable	
Member lawn maintenance penalty	1,018.00
Equestrian Farm Annual Rent	120.00
Members Dues 2016	1,707.00
Members Dues 2017	409,010.00
Special Assessment 2014	414.00
Total Accounts Receivable	<u>412,269.00</u>
Other Assets	
Equestrian Parcel	1,100,000.00
Less Accumulated Depreciation	51,012.00
Equestrian Parcel, Net	<u>1,048,988.00</u>
Investment in Glenmore Farm Inc.	100,000.00
Note Receivable Glenmore Farm Inc.	20,000.00
Total Other Assets	<u>1,168,988.00</u>
Property & Equipment	
2010 Subaru Forester	20,790.00
License Plate Recognition System	20,484.00
Less Accumulated Depreciation	31,374.00
Property & Equipment, Net	<u>\$9,900.00</u>
TOTAL ASSETS	<u>\$2,403,239.00</u>
LIABILITIES AND EQUITY	
Long Term Liabilities	
Union First Market Bank Loan Payable	752,900.00
Total Long Term Liabilities	<u>752,900.00</u>
EQUITY	
Common Area Improvements	192,831.00
Controlled Access and Security	87,254.00
Emergency	34,425.00
Equestrian Parcel	61,899.00

Total Allocated Reserves	\$376,409.00
Cash Operating Account	68,369.00
Cash Unallocated Reserves	367,304.00
Accounts Receivable	412,269.00
Equestrian Parcel net of debt & accumulated depreciation	296,088.00
Investment in Glenmore Farm Inc.	100,000.00
Note Receivable Glenmore Farm Inc.	20,000.00
Property & Equipment net of depreciation	<u>9,900.00</u>
Total Equity	\$1,650,339.00
TOTAL LIABILITIES AND EQUITY	<u>\$2,403,239.00</u>

**Glenmore Community Association
Reserve Account Expenditures 2017**

	Beginning Balance *	Transactions	Ending Balance
	1/1/17	1/31/17	1/31/17
Common Area Improvements			
Roads-Repairs Exceeding Annual Budget	\$24,480	\$0	\$24,480
Roads-Unplanned Critical Repair	\$30,600	\$0	\$30,600
Walking Paths Resurfacing	\$20,400	\$0	\$20,400
Fences-Replacement	\$9,180	\$0	\$9,180
Landscape Areas Rebuilding	\$6,375	\$0	\$6,375
Storm Water-Piper/Carroll Creek Pipe	\$14,450	\$0	\$14,450
Storm Water-1296 Piper Way Pipe	\$10,608	\$0	\$10,608
Storm Water-Piper Replacement	\$13,600	\$0	\$13,600
Dams- Reconstruction Repair	\$30,600	\$0	\$30,600
Glen Lochan Bridge Rebuild	\$20,400	\$0	\$20,400
Fountain Replacement (Piper Pond 1)	\$5,712	\$0	\$5,712
Fountain Replacement (Piper Pond 2)	\$4,080	\$0	\$4,080
Fountain Replacement (Glen Lochan)	\$2,346	\$0	\$2,346
Sub Total	\$192,831	\$0	\$192,831
Controlled Access and Security			
Entry Gate Residents Replacement	\$2,914	\$0	\$2,914
Entry Gate Visitors Replacement	\$4,371	\$0	\$4,371
License Plate Recognition Replacement	\$9,180	\$0	\$9,180
Security Camera Replacement	\$10,328	\$0	\$10,328
Backup Generator Replacement	\$10,200	\$0	\$10,200
Security Vehicle (Subaru) replacement	\$22,313	\$0	\$22,313
Gatehouse walls/windows/door replacement	\$18,768	\$0	\$18,768
Gatehouse HVAC replacement	\$9,180	\$0	\$9,180
Sub Total	\$87,254	\$0	\$87,254
Emergency			
Snow	\$19,125	\$0	\$19,125
Wind Damage	\$15,300	\$0	\$15,300
Sub Total	\$34,425	\$0	\$34,425
Equestrian Parcel			
Perimeter Fence-Glenmore Way	\$15,606	\$0	\$15,606
Perimeter Fence-Piper Way	\$17,680	\$0	\$17,680
Barn Roof Replacement-Main Roof	\$24,990	-\$17,100	\$7,890
Barn Roof Replacement-Maintenance Shed	\$5,712	\$0	\$5,712
Barn Roof Replacement-Flat Roof	\$3,740	\$0	\$3,740
Classroom Building-Roof Replacement	\$816	\$0	\$816
Classroom Building-HVAC replacement	\$4,080	\$0	\$4,080
Ring Lighting System	\$6,375	\$0	\$6,375
Sub Total	\$78,999	-\$17,100	\$61,899
Full funding Reserves Target	\$393,509	(\$17,100)	\$376,409
Down Payment for replacement of Barn Roof paid in January 2017-\$17,100			

APPENDIX B – BOARD & COMMITTEE REPORTS – February 2017

PRESIDENTS REPORT

Diana Ferguson, President

President's Report

On January 26th, 2017, the following motion was proposed via email and passed unanimously by the GCA Board of Directors:

- ***The GCA Board of Directors grants approval to the Levin's at 1418 Sandown Lane to install the fencing as proposed in their submission to the ARC on October 31, 2016 on the condition that the Levin's add additional landscaping on the side adjacent to the Reines' drive way to act as a visual barrier between the Reines' front porch and the fenced area. Additionally, we request that the Levin's make a neighborly effort to minimize disruption from their dog while the front porch of the Reines' property is in use.***

On February 1, 2017 the Board of Directors convened in executive session at 6:00 pm to consider legal, contractual and personnel matters. The Board reconvened at 6:55 pm. The Board reaffirmed the following motion and approved unanimously in executive session:

- ***Moved to approve going forward with a ground lease between GCA and Cadeaux Show Stables LLC, effective March 1, 2017, with the first month at no rent paid by the lessee.***

On February 1st, 2017, a letter was issued to Albemarle County Supervisor Rick Randolph requesting that the Albemarle County Board of Supervisors appoint an official GCA representative, with voting authority, to the Village of Rivanna Advisory Committee (VORCAC). Even though a number of Glenmore residents currently sit on this committee, they are not accountable to nor represent the views of the Glenmore Association. Supervisor Randolph has asked that the GCA identify a representative to be considered by the Board of Supervisors when there is a vacancy on the VORCAC. In the meantime the Board will work to have a representative at all VORCAC meetings.

On February 3rd, the following motion was unanimously supported via email vote by the GCA Board of Directors:

- ***The GCA Board of Directors approves the added scope of work and fees for Mr. Bill Anda who is supporting the GCA as it finalizes and implements its future plans for the Glenmore Farm.***

On February 8th, 2017, the following motion was unanimously supported via email vote by the GCA Board of Directors:

- ***The GCA Board of Directors approves the CADEAUX Ground Lease with Glenmore Version 5 and authorizes Arthur Peters to sign the lease.***

As was stated in the Glenmore Farms annual report, 2016 has been a challenging year for the Glenmore Farm Equestrian Center. Based on the experience/results to date, and the outlook for 2017, the GCA Board of Directors determined that it was time to consider other options for the Glenmore Farm property and assets. As was announced to the Association on February 10th, 2017, the GCA entered into a 3-year lease of the equestrian center parcel and Glenmore Farm equestrian facility with CADEAUX Show Stables LLC. On March 1, 2017 the Glenmore Farm Equestrian Center will become Glenmore CADEAUX Stables. The Board, with the support of the GFI Board of Directors and Mr. Bill Anda, has put significant effort into determining the future of this property. The Board will continue to work with the GFI Board to transition the business.

ARB REPORT

Stewart Ferguson, Chair

No new homes submitted for approval during January 2017

ARC REPORT

Date	Resident	Address	Description	Action
2/4	O'Brian	3188 Darby	Remove Maple and Replace	A

SECURITY

No written report.

COMPLIANCE

Old Business

- 3467 Heathcote stopped storing their garbage cans outside their garage
- The legal letter was sent to 3467 Devon Pines about their garbage can. The next infraction will result in a hearing
- 1925 Piper stopped leaving their garbage can out by the road
- 1961 Piper got rid of the large down tree in their front yard

New Business

- 3426 Cesford leaves their trash can out in the street for days. I gave them a FR
- 3426 Cesford continues to leave a car parked in the street overnight (FR 2/16, FR 8/16. Legal letter sent 2/17). They have been informed that if this continues, the car will be towed at their expense.
- 3691 Newbridge had 2 half down trees in their side yard. I spoke to the owner and she got them taken down
- 3159 Darby...the contractors keep leaving a lot of trash around the house. I gave the contractor and owner a FR and told them both they need to remove all trash on a daily basis.

WATER RESOURCES

Bill Dunne, Chair

No written report.

GLENMORE COMMUNITY COMMON AREA REVIEW BOARD

Art Peters, Chair

Several sub-committees were able to make progress and gave reports:

- D&D was given the go ahead, based upon conditions at the time, to pre-treat Glenmore roads during certain snow conditions with the hopes that it would improve the roads and make snow plowing easier.
- Sports Field/Playground sub-committee is in the process of obtaining multiple quotes for playground equipment and identifying places to put it.
- A common area tree survey has been performed and recommendations made for tree removal, replacement, and thinning. Quotes for this will be obtained so that priorities can be assigned.
- A request was made for placement of caution signs around the Carroll Creek bridge construction area.
- Replacement lighting in the form of LED lights has been installed on the Glenmore sign at the junction of 250 and Glenmore way.
- Animal control was discussed along with ways to effect geese flock and deer herd reduction. Non-lethal methods for reduction are being enacted.

AD HOC COMMITTEE REPORTS

Diana Ferguson

Policy, Procedures and Practices Review Project:

No progress this month.

ROADS

Jim Colbaugh

No written report.

COMMUNICATIONS REPORT

Nancy Gansneder

- From Jan 17 to Feb 13, 18 emails were received by comms@glenmorecommunity.org and one from gca@glenmore-community.org. Eight were responses to Special Communiqué of 2/10/2017 announcing lease of the Equestrian Center. These were forwarded to the president for compilation in advance of annual meeting.
- Trevor reports that there does not appear that we can monitor the number of emails to the 19 various GCA email addresses.
- Experimented with linking Annual Report ‘packet’ and special communiqué announcing lease of Equestrian Center. In both cases the President was able to immediately respond to correct misinformation.