

GLENMORE COMMUNITY ASSOCIATION  
MEETING MINUTES – January 19, 2017

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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 via electronically. Ron Baellow was absent. President Ferguson established a quorum.

B. WELCOME: President Diana Ferguson welcomed all in attendance.

C. MEMBER INPUT:

1) Glenmore residents Peter and Theresa Reines addressed the Board appealing a decision made by the ARC on the location of a fence on the adjoining property (1418 Sandown Lane), indicating they did not think it was in compliance with the GCA C&R's. The Reines shared photographs and drawings of the area and the location of the intended fence. Following presentations and discussion by both residents and with Board input, the following motion was made: **MOTION:** *Move to suspend the approval of the fence and stop further work until the Board does additional investigation.* The motion was approved unanimously. *Note: The Board committed to making a rapid decision. (Ms. Ferguson commented that the Board needs to revise ARC/ARB procedures so that all variances are submitted to the Board for final approval. Additionally, the C&R's require a practicing architect review of all proposed plans.)*

2) Glenmore resident Scott Gardner formally requested that the Board, at the earliest possible opportunity, disclose the facts of what is going on at the equestrian center, involve the membership in coming up with options to solve the many problems, and to disclose this information prior to the election, indicating the membership has the right to know what has been going on and proper oversight has not taken place by the GCA. President Ferguson assured Mr. Gardner that the GCA Board has been working on the issues and that information would be provided the membership prior to the annual meeting (scheduled for February 23).

D. OTHER ITEMS TO BE ADDED TO AGENDA: A request for a one-time waiver on transient lodging.

E. APPROVAL OF MINUTES: The December 15, 2016 minutes were approved unanimously.

F. REPORTS

President's Report..... Diana Ferguson  
Report attached.

Treasurer/Budget & Finance.....Bill Dunne  
Report attached. Mr. Dunne reported we finished up the year with a surplus of \$110,000 that has been put into the reserve account. No monies were spent in 2016 out of the reserve account.

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

Architectural Review Committee.....Jim Colbaugh  
Report attached. A review is on-going regarding the painting of a home on Piperfife in the Bremerton Cottage area (see attached report). Discussions involve the President of Bremerton cottages, the ARC Chair, the GCA consultant architect and a color consultant with intent to come up with a resolution.

Security .....Ron Baellow  
No written report. Ms. Ferguson reported on a vandalism incident on the contractor's heavy equipment in the K-2B Phase II Carroll Creek area.

Compliance .....Nancy Gansneder  
Report attached.

Glenmore Farm .....Ron Baellow  
(To be discussed in executive session.)

Water Resources .....Bill Dunne

- The cutting of overgrown vegetation on the backside of Glen Lochen dam is delayed to the saturated conditions.
- Continuing to work on the drainage issue in the Bremerton cottage area.

Common Area Review Board .....Art Peters  
Report attached. Three additional items:

- Geese intrusion in common area grass (will coordinate with the GCC on solutions).
- The pick-up of leaves took longer this year (manpower) due to the wetness.
- Met with D&D on snow removal. Will do a one-time test and "pretreat" roads with brine solution prior to next snowstorm that may mitigate snow-clearing issues, resulting in less plowing and more immediate melting of snow and ice.

Roads .....Jim Colbaugh  
All scheduled roadwork for 2016 was completed.

Nomination & Elections .....Mike Monticello  
In anticipation of the annual election scheduled for February 23, 2017, the packet of information sent to the membership is being prepared: annual dues notice, covering information letter, ballot forms with candidate backgrounds and picture are complete. The slate of candidates submitted by the nominating committee for election to the GCA Board was approved electronically, subsequent to this meeting. Approval is unanimous. The candidates for the three two-year terms as director are: Chuck Axten, Kevin Fitzpatrick, John Norton Moore, and Robert Smith. The web page is ready for voting and the voting site is up and ready. President's report, committee reports, and financial reports are complete.

Communications .....Nancy Gansneder  
Report attached.

- Ms. Gansneder will submit a proposal at the next board meeting regarding the Glenmore Logo.
- Review and approval of the communications charter was deferred to the February board meeting.

#### G. SPECIAL COMMITTEES/GROUPS – REPORTS

*Ad Hoc Committee for GCA Management:* representatives of a management organization appeared at the January 4, 2017, Board work session. This was an information gathering session designed for the purpose of advising the Board of functions generally included in a Request For Proposal (RFP). An additional meeting with another management organization, that was scheduled for the work session on February 1, 2017, will be postponed and the new Board will progress this matter.

H. UNFINISHED BUSINESS: None.

I. NEW BUSINESS: Transient Lodging – A resident has asked for a wavier of the recently approved regulation pertaining to transient lodging. The request is sought as a rental to a transient lodger was contracted prior to enactment of the regulation. **MOTION made to grant a one-time variance to the resident at 1814 Westerham for the rental of their house for the month of May 2017.** The motion was approved unanimously.

#### J. EXECUTIVE SESSION

At 8:36 PM a motion was made and approved to enter into executive session for the purpose of discussing contractual, personnel, and legal matters. During executive session JC was excused for a personal issue. At 10:13 PM a motion was made and approved to reconvene in regular session.

#### K. ADDITIONAL NEW BUSINESS

During executive session discussion of the Glenmore Farm Equestrian Center, two matters were found to require immediate attention. First, a ***MOTION was made to immediately enter into negotiations with an identified outside party who will lease the GFEC from the GCA.*** Motion was approved unanimously including JC verbal before leaving; no vote from RB.

Second, a ***MOTION was made to approve and sign a contract to replace the membrane and repair shingles on the barn roof not to exceed \$40,000 funded from allocated reserves.*** Motion was approved by six directors; no vote from RB.

The Board adjourned at 10:27 PM.

## APPENDIX A – FINANCIAL REPORTS (January 2017 Meeting)

### Glenmore Community Association, Inc. Income & Expense Statement -Cash Basis 100% of Year Complete

	2016 Budget	Month 12/31/16	YTD 12/31/15	YTD 12/31/16	% thru December
<b>REVENUE:</b>					
Dues (Net)	\$817,816	\$4,076	\$742,071	\$813,313	99.4%
Equestrian Parcel Special Assessment	\$0	\$0	\$4,815	\$321	0.0%
Glenmore Country Club's Share of Guard Fees	\$55,156	\$0	\$57,517	\$55,165	100.0%
Glenmore Farm Inc. Rent	\$120	\$0	\$120	\$0	0.0%
Construction Impact Fees	\$16,900	\$3,900	\$10,800	\$12,900	76.3%
Interest Earned (Including Reserve Accounts)	\$1,123	\$57	\$832	\$733	65.3%
Other Revenue	\$7,000	\$54	\$6,161	\$5,859	83.7%
<b>Total Revenue</b>	<b>\$898,115</b>	<b>\$8,087</b>	<b>\$822,316</b>	<b>\$888,291</b>	<b>98.9%</b>
<b>EXPENSES:</b>					
<b><u>Administration</u></b>					
Miscellaneous Administration	\$4,200	\$2	\$1,125	\$3,515	83.7%
Administrative Supplies & Postage	\$2,600	\$190	\$1,113	\$3,012	115.8%
Website & Database	\$4,000	\$0	\$3,607	\$3,167	79.2%
General Manager	\$25,000	\$0	\$0	\$0	0.0%
Administration/ Minutes/Communication	\$21,375	\$1,200	\$11,500	\$13,200	61.8%
Bookkeeping	\$7,200	\$0	\$6,900	\$7,200	100.0%
Common Area Maintenance	\$9,600	\$0	\$9,200	\$9,600	100.0%
Compliance	\$2,400	\$0	\$2,300	\$2,400	100.0%
ARB fees net of expenses	\$0	\$0	\$0	\$0	0.0%
Sub-total	\$76,375	\$1,392	\$35,745	\$42,094	55.1%
<b><u>Equestrian Parcel</u></b>					
Equestrian Parcel Debt Service	\$60,196	\$5,016	\$60,197	\$60,196	100.0%
Equestrian Parcel Acquisition	\$0	\$0	\$0	\$0	0.0%
Sub-total	\$60,196	\$5,016	\$60,197	\$60,196	100.0%
<b><u>Animal Control</u></b>					
Wild Animal Removal	\$2,000	\$0	\$856	\$125	6.3%
Dog Stations	\$4,000	\$312	\$0	\$2,682	67.1%
Sub-total	\$6,000	\$312	\$856	\$2,807	73.3%
<b><u>Common Area Maintenance</u></b>					
Irrigation Line Maintenance	\$1,700	\$0	\$1,966	\$862	50.7%
Landscape Maintenance	\$30,000	\$9,249	\$22,846	\$26,494	88.3%
Multi-Use Trails	\$5,000	\$0	\$3,280	\$2,002	40.0%
Rentals	\$1,200	\$147	\$885	\$1,110	92.5%
Sign Maintenance	\$14,000	\$776	\$11,916	\$8,368	59.8%
Trash Pick-up	\$1,000	\$0	\$4,521	\$0	0.0%
Tree Maintenance and Removal	\$15,000	\$500	\$7,925	\$11,295	75.3%
Tree Additions & Replacements	\$10,000	\$0	\$0	\$0	0.0%
Turf Maintenance	\$80,000	\$7,711	\$76,785	\$69,075	86.3%
Walking Path Maintenance	\$5,000	\$85	\$2,835	\$10,567	211.3%
Sub-total	\$162,900	\$18,468	\$132,959	\$129,773	79.7%
<b><u>Residential Area Maintenance</u></b>					
Leaf and Limb Removal	\$18,000	\$20,680	\$16,586	\$25,825	143.5%
Sub-total	\$18,000	\$20,680	\$16,586	\$25,825	143.5%
<b><u>Storm Emergency Cleanup</u></b>					

Snow Removal	\$10,000	\$0	\$22,396	\$38,580	385.8%
Storm Cleanup	\$5,000	\$0	\$0	\$0	0.0%
Sub-total	\$15,000	\$0	\$22,396	\$38,580	257.2%
<b>Water Resources</b>					
Dams & Pond Maintenance	\$30,000	\$0	\$18,267	\$15,572	51.9%
Ponds Utilities	\$7,000	\$208	\$5,629	\$6,549	93.6%
Dam, Pond & Stream Regulation	\$10,000	\$0	\$7,450	\$1,885	18.9%
Storm Water Infrastructure	\$15,000	\$0	\$19,753	\$298	2.0%
Storm Water Treatment Facilities	\$5,000	\$0	\$0	\$0	0.0%
Sub-total	\$67,000	\$208	\$51,099	\$24,304	36.3%
<b>Roads</b>					
Road Resurfacing and Repair	\$150,000	\$40	\$100,618	\$142,047	94.7%
Road Resurfacing and Repair GCC Share	\$0	\$0	-\$20,028	\$0	0.0%
Transferred to Allocated Reserves	\$0	\$0	\$100,000	\$0	0.0%
Darby Road Planning & Design	\$0	\$0	\$0	\$0	0.0%
Sub-total	\$150,000	\$40	\$180,590	\$142,047	94.7%
<b>Professional Services, Insurance &amp; Taxes</b>					
Attorney and Related Professional Services	\$10,000	\$3,454	\$19,562	\$33,326	333.3%
Auditor	\$9,000	\$0	\$9,000	\$9,000	100.0%
Federal & State Income Taxes	\$500	\$0	-\$178	\$146	29.2%
Insurance	\$12,500	\$0	\$9,746	\$11,210	89.7%
License and Other Taxes	\$1,600	\$25	\$1,460	\$1,131	70.7%
Total	\$33,600	\$3,479	\$39,590	\$54,813	163.1%
<b>Gatehouse</b>					
Gatehouse Maintenance and Repairs	\$3,500	\$0	\$5,330	\$4,740	135.4%
Supplies	\$2,500	\$240	\$2,172	\$2,652	106.1%
Computer and Software Maintenance	\$1,500	\$0	\$116	\$490	32.7%
Equipment Maintenance Contract	\$3,000	\$266	\$532	\$2,693	89.8%
Utilities	\$7,800	\$712	\$6,986	\$7,365	94.4%
Guard Contact	\$220,626	\$19,913	\$222,403	\$220,791	100.1%
Sub-total	\$238,926	\$21,131	\$237,539	\$238,731	99.9%
<b>Crime Safety</b>					
Safety Patrol	\$15,000	\$1,480	\$14,316	\$11,680	77.9%
Vehicle Maintenance	\$2,500	\$29	\$991	\$660	26.4%
Sub-total	\$17,500	\$1,509	\$15,307	\$12,340	70.5%
<b>Contingency</b>					
	\$20,000	\$0	\$200	\$0	0.0%
<b>Total Operational Expenses</b>	<b>\$865,497</b>	<b>\$72,235</b>	<b>\$793,064</b>	<b>\$771,510</b>	<b>89.1%</b>
<b>Expenditures from Reserves</b>					
Darby Road Planning & Design	\$0	\$0	\$17,423	\$0	0.0%
Kilchattan Patch Overlay	\$0	\$0	\$0	\$0	0.0%
Glenlochen Pond Lights Replacements	\$0	\$0	\$3,394	\$0	0.0%
Unplanned	\$35,900	\$0	\$0	\$0	0.0%
Tree Replacement	\$10,000	\$0	\$7,375	\$0	0.0%
<b>Total Reserve Expenses</b>	<b>\$45,900</b>	<b>\$0</b>	<b>\$28,192</b>	<b>\$0</b>	<b>0.0%</b>
<b>Total Operational Expenses &amp; Reserve Expenses</b>	<b>\$911,397</b>	<b>\$72,235</b>	<b>\$821,256</b>	<b>\$771,510</b>	<b>84.7%</b>
<b>Net Income (Loss)</b>	<b>(\$13,282)</b>	<b>(\$64,148)</b>	<b>\$1,060</b>	<b>\$116,781</b>	
<b>ARB Security Deposit</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>0.0%</b>
<b>Capital Appropriations</b>					
Common Area Transition from GA	\$11,000	\$6,176	\$0	\$6,176	0.0%

<i>Soccer Field Equipment</i>	<i>\$15,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$620</i>	<i>4.1%</i>
<i>Equipment for new admin staff</i>	<i>\$5,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>0.0%</i>
<i>Vehicle/Pedestrian Safety</i>	<i>\$40,000</i>	<i>\$4,844</i>	<i>\$0</i>	<i>\$4,844</i>	<i>0.0%</i>
<b>Total Capital Expenditures</b>	<b>\$71,000</b>	<b>\$11,020</b>	<b>\$0</b>	<b>\$11,640</b>	<b>16.4%</b>
<b>Net Cash Flow after Capital Expenditures</b>	<b>(\$84,282)</b>	<b>(\$75,168)</b>	<b>\$1,060</b>	<b>\$110,141</b>	

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**Glenmore Community Association, Inc.**  
**Balance Sheet**  
As of December 31, 2016

	<u>Total</u>
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash	
BB&T	233,583.00
Suntrust Bank	234,917.00
Union First Market Bank	128,221.00
Union First Market Bank Savings	61,985.00
Virginia National Bank	175,971.00
Total Cash	<u>\$834,677.00</u>
Accounts Receivable	
Member lawn maintenance penalty	1,011.00
Equestrian Farm Annual Rent	120.00
Members Dues 2016	3,732.00
Special Assessment 2014	411.00
Total Accounts Receivable	<u>5,274.00</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>
<b>TOTAL ASSETS</b>	<b><u>\$2,018,839.00</u></b>
<b>LIABILITIES AND EQUITY</b>	
Long Term Liabilities	
Union First Market Bank Loan Payable	755,282.00
Total Long Term Liabilities	<u>755,282.00</u>
<b>EQUITY</b>	
Common Area Improvements	192,831.00
Controlled Access and Security	87,254.00
Emergency	34,425.00
Equestrian Parcel	78,999.00
Total Allocated Reserves	<u>\$393,509.00</u>
Cash Operating Account	75,000.00
Cash Unallocated Reserves	366,168.00
Accounts Receivable	5,274.00
Equestrian Parcel net of debt & accumulated depreciation	293,706.00
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>
<b>Total Equity</b>	<b><u>\$1,263,557.00</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>\$2,018,839.00</u></b>

**Glenmore Community Association  
Reserve Account Expenditures 2016**

	Beginning Balance *	Transactions	Transactions	Reserve Additions	Ending Balance
	1/1/16	9/30/16	10/31/16	12/31/16	12/31/16
<b>Common Area Improvements</b>					
Roads - Scottish Homes Paving deferred from 2015	\$100,000	(\$17,650)	(\$82,350)	\$0	\$0
Roads-Repairs Exceeding Annual Budget	\$16,000	\$0	\$0	\$8,480	\$24,480
Roads-Unplanned Critical Repair	\$25,000	\$0	\$0	\$5,600	\$30,600
Walking Paths Resurfacing	\$16,000	\$0	\$0	\$4,400	\$20,400
Fences-Replacement	\$8,250	\$0	\$0	\$930	\$9,180
Landscape Areas Rebuilding	\$3,125	\$0	\$0	\$3,250	\$6,375
Storm Water-Piper/Carroll Creek Pipe	\$13,333	\$0	\$0	\$1,117	\$14,450
Storm Water-1296 Piper Way Pipe	\$9,880	\$0	\$0	\$728	\$10,608
Storm Water-Piper Replacement	\$12,667	\$0	\$0	\$933	\$13,600
Dams- Reconstruction Repair	\$28,750	\$0	\$0	\$1,850	\$30,600
Glen Lochan Bridge Rebuild	\$19,167	\$0	\$0	\$1,233	\$20,400
Fountain Replacement (Piper Pond 1)	\$4,800	\$0	\$0	\$912	\$5,712
Fountain Replacement (Piper Pond 2)	\$3,200	\$0	\$0	\$880	\$4,080
Fountain Replacement (Glen Lochan)	\$1,150	\$0	\$0	\$1,196	\$2,346
Sub Total	\$261,322	(\$17,650)	(\$82,350)	\$31,509	\$192,831
<b>Controlled Access and Security</b>					
Entry Gate Residents Replacement	\$2,143	\$0	\$0	\$771	\$2,914
Entry Gate Visitors Replacement	\$3,571	\$0	\$0	\$800	\$4,371
License Plate Recognition Replacement	\$6,750	\$0	\$0	\$2,430	\$9,180
Security Camera Replacement	\$8,438	\$0	\$0	\$1,890	\$10,328
Backup Generator Replacement	\$8,750	\$0	\$0	\$1,450	\$10,200
Security Vehicle (Subaru) replacement	\$18,750	\$0	\$0	\$3,563	\$22,313
Gatehouse walls/windows/door replacement	\$17,600	\$0	\$0	\$1,168	\$18,768
Gatehouse HVAC replacement	\$7,500	\$0	\$0	\$1,680	\$9,180
Sub Total	\$73,502	\$0	\$0	\$13,752	\$87,254
<b>Emergency</b>					
Snow	\$12,500	\$0	\$0	\$6,625	\$19,125
Wind Damage	\$10,000	\$0	\$0	\$5,300	\$15,300
Sub Total	\$22,500	\$0	\$0	\$11,925	\$34,425
<b>Equestrian Parcel</b>					
Perimeter Fence-Glenmore Way	\$14,734	\$0	\$0	\$872	\$15,606
Perimeter Fence-Piper Way	\$16,667	\$0	\$0	\$1,013	\$17,680
Barn Roof Replacement-Main Roof	\$23,333	\$0	\$0	\$1,657	\$24,990
Barn Roof Replacement-Maintenance Shed	\$5,333	\$0	\$0	\$379	\$5,712
Barn Roof Replacement-Flat Roof	\$3,333	\$0	\$0	\$407	\$3,740
Classroom Building-Roof Replacement	\$600	\$0	\$0	\$216	\$816
Classroom Building-HVAC replacement	\$3,000	\$0	\$0	\$1,080	\$4,080
Ring Lighting System	\$5,000	\$0	\$0	\$1,375	\$6,375
Sub Total	\$72,000	\$0	\$0	\$6,999	\$78,999
Full funding Reserves Target	\$429,324	(\$17,650)	(\$82,350)	\$64,185	\$393,509

\* Beginning balances redistributed consistent with 2015 Reserve Study

**Kilchattan Patch Overlay \$17,650 paid out of Scottish Homes Paving Deferred in Sept 2016**

**Balance of Scottish Homes Paving Deferred from 2015 paid in October 2016**

## APPENDIX B – BOARD & COMMITTEE REPORTS – January 2017

### PRESIDENTS REPORT

*Diana Ferguson, President*

#### President's Report

- At its regular Dec. 15th, 2016 Board meeting, the Board of Directors convened in executive session at 8:53 pm to consider legal, contractual and personnel matters. the Board reconvened at 9:37 pm. The Board reaffirmed the following motion made and approved unanimously in executive session via a subsequent unanimous email vote out of executive session. **Motion:** *Approve the hire of Bill Anda as a contractor to deliver the scope of work as defined in support of the GCA Board's decision making process regarding the next steps for the GFEC.*
- At its regular Jan. 4th work session, the Board of Directors convened in executive session at 6:05 pm to consider legal, contractual and personnel matters. The Board reconvened in work session at 8:15 pm. Due to the recent resignations of three GFEC Directors, the Board appointed Art Peters and Bill Dunne to the GFEC Board of Directors.

### ARB REPORT

- Two new homes were approved for construction by Stanley Martin.  
Lots S5-32 and S5-7.

*Stewart Ferguson*

### ARC REPORT

Date	Resident	Address	Description	Action
12/15	Johanson	3084 Darby	Remove Damaged Oak Tree	A
12/15	Roell	1964 Piper	Replace Rear Deck & Rotted Windows	A
12/18	Kent	3386 Piperfife	Paint Brick House White with Black Trim	A
12/20	Pierides	3128 Darby	Add Fireplace in Sunroom & Close in Two Windows	A
12/20	Lehman	2215 Waterside	New Landscape Plan	A
12/30	Divita	3403 Cesford Grange	Replace Rear Deck	A
1/3	Curry	1538 Bremerton	Remove Overgrown Pear Tree	A
1/3	Graham	2738 Lockerbie	Plant New Maple	A
1/3	Krishnargi	1518 Kinross	New Landscape and Wall	A
1/13	Nguyen	2732 Lockerbie	New Steps and Pavers	A
1/13	Dick	3194 Darby	Remove 12 Trees and Shrubs – Redo landscape	A
1/13	Cecela	1410 Sunderland	Screen Fence and Add Dish	A
1/13	O'Sullivan	3164 Perthshire	Add Screen Porch and Expand Bedroom	A

### SECURITY

No written report.

### COMPLIANCE

#### Old Business

- A hearing was held on 12/15 and it was determined that 3182 Wallingford was in violation and charges are in the process of being assessed

#### New Business

- 3408 Cesford had been parking a boat in the driveway. I gave them a FR and hopefully it will not happen again

- 3362 Cotswold had a deflated swimming pool draped around a side yard fence. I gave them a FR and they put it away
- 3467 Heathcote continues to leave their garbage cans outside their garage. A FR was given to them on 10/27. I sent them the legal letter
- 3467 Devon Pines continues to leave their garbage cans at the top of their driveway. A FR was given to them on 10/27. I sent them the legal letter
- 1925 Piper has been putting their garbage can out days early and not removing after pickup for days. I gave them a F1961 Piper has a large down tree in their front yard. I sent them a FR

## **WATER RESOURCES**

*Bill Dunne, Chair*

No written report.

## **GLENMORE COMMUNITY COMMON AREA REVIEW BOARD**

*Art Peters, Chair*

- No CARB Committee meeting was held this month.
- Leaf pick up is almost complete.
- Various signs in Glenmore are being replaced or repaired.

## **AD HOC COMMITTEE REPORTS**

*Diana Ferguson*

### **Policy, Procedures and Practices Review Project:**

- The 'Inventory of GCA Governance Documents' was updated to reflect the current status of documents. Although a lot of work has been completed, there remain a number of documents requiring development, review and/or revision. This work will continue to progress under the guidance of the next Board of Directors.

### **Special Committee for Darby East Traffic Calming Measures:**

- County approval for installation of speed cushions on Darby East was received on Friday Dec 2nd, 2016.
- Installation of speed cushions has been contracted with SL Williamson, installation date to be confirmed.
- Signage has been ordered. Anticipate installation of signage week of Dec 12th.
- Painting of speed cushions will occur a few days post installation.

## **ROADS**

*Jim Colbaugh*

No written report.

## **COMMUNICATIONS REPORT**

*Nancy Gansneder*

- From Dec 16 to Jan 15, only seven emails (all unique inquiries) were received by [comms@glenmore-community.org](mailto:comms@glenmore-community.org) and none from [gca@glenmore-community.org](mailto:gca@glenmore-community.org). However, it is hard to access the extent of communications as there are an additional 18 email addresses through which residents and non residents can direct inquiries. This raises the questions of availability of metrics from Constant Contact and/or a way to track communications traffic by topic.

### **Projects Underway**

- Glenmore Community Association Logo - oral update - Jan 19.
- Revised Communications Charter - See Unfinished Business
- A proposal to post link to GCA communications (News & Notes, Special Communiqués and other email blasts) to NextDoor Glenmore on an provisional basis - *See New Business*