**Glebe Harbor-Cabin Association (GH-CP Association)**

**General Membership Meeting Minutes, May 5, 2018**

Call to Order: 9:35 a.m. at the Clubhouse

 Quorum was established with 87 lots represented (67 in attendance, 20 represented by proxy).

Introductions and Welcome:

 6 new owners were introduced: David Singstock, Sharyn and Jim Benone, Brian Hajost, Joe Dent and Dan Vetal.

Special Guest Capt. Chris Hawkins, Westmoreland County Sheriff’s Office (SO)

Capt. Hawkins reported that in the past year, the SO has responded to several hundred requests for service in the GH-CP area, all of which were for serving papers or medical calls. There were no quality of life calls. He emphasized that if residents notice issues on the beach areas, they should contact the SO. If the SO does not receive calls, they are not aware of any problems.

Capt. Hawkins mentioned four programs with the Sheriff’s Office which are in need of donations:

1. Project Lifesaver provides electronic bands to adults with dementia or children with disabilities. If missing, the bands enable the SO to find the individual quickly.
2. Shop with the Sheriff – SO works with Social Services and Walmart to provide 10-20 kids in need with clothes and toys for Christmas.
3. Two Motorcycles have been donated to the department, but they are in need of donations to purchase helmets, appropriate clothing, and other equipment**.**
4. Triad is a cooperative effort of the SO, senior citizens, and senior organizations, focused on reducing crimes against our seniors.

Questions received:

1. Does the SO have an Auxiliary Program? The SO has a program where citizens can assist in non-enforcement areas. The more extensive program was cancelled due to the length of time to qualify participants.
2. How do we make a donation and designate specific programs? Send checks to the Westmoreland County Sheriff’s Office, attn. Capt. Hawkins. Indicate which program on the memo line of the check.
3. Noticing more drive-thrus in the neighborhood. SO now assigns an officer to larger neighborhoods and they are required to spend a set amount of hours in that neighborhood.
4. Speeders are a problem on the larger streets. Report speeders to the SO, including the time of day and the day of the week of the occurrence. They will track complaints and a deputy will spend time in the reported area to address the problem.
5. Unauthorized beach usage. Call the SO for suspected unauthorized usage. Any trespasser will be issued a warning on the first violation, and a summons for court on any subsequent violations. A member of the GH-CP Association will need to attend the court hearing.

Approval of the Minutes of December 2, 2017 Meeting

 Upon a motion and second, the minutes from the prior General Membership meeting were approved unanimously without change.

President’s Announcements and Remarks:

 Next Community Meeting: August 25, 2018

 Capital Projects Update:

Phases 2 and 3 of Dredging and Beach Replenishment Projects:

GH/Weatherall – The barge is in place. In the last few weeks, they have been marking channels for dredging. The work is scheduled to begin soon. A notification will be issued when work begins. The channel should not need to be closed while work is being done. We are working with Department of Game and Inland Fisheries to post No Wake signs. All creeks have been approved as No Wake zones. Signs have been purchased and will be installed over the summer.

During the restoration process, boats and trailers will need to be moved from the GH storage lot so that the contractor can bring in the necessary materials. Owners are asked not to park in this lot during the construction process.

 Possible Consolidation of Community Associations:

There are currently three neighborhood associations: the GHCP Association, the Glebe Harbor Civic Association and the Cabin Point Civic Association. The Civic Associations manage the covenants and non-VDOT roads. During the December 2017 meeting, a proposal was made to consider possible consolidation of the three associations. We are now in a position to do so after receiving guidance from our attorneys. The civic association presidents, Marion Dongieux and Buddy Axtell, will designate representatives to work with the GHCP Association to consider possible consolidation.

GHCP Business

 Election of Board Members

Sam Birchett presented the slate of candidates for election to the Board, including Jocelyn Davis (reelection), Bill Spencer (reelection), Barbara Cole and John Hutt. He expressed his appreciation to the Nomination Committee (Harriett Dixon, Janice Fletcher, Marion Dongieux, and Ray Herron) for their assistance.

The floor was opened for nominations, there were none. Upon a motion and second, the slate was accepted by acclamation. The motion was passed unanimously.

New Board members will begin participating this month, but due to members’ travel plans, election of officers will be postponed until early June.

 Report on Member Survey

Jocelyn Davis presented the report on the member survey. The slide presentation is attached to these minutes. The four primary areas addressed were the pool, clubhouse, beaches and boat ramps, and balancing the ease of access with security concerns. In each area, the survey rated this area a 4 out of a possible 5. Survey indicated that usage of these four major areas is low. In addition to addressing security, we may need to address how to increase security.

 Facility Operating Hours

An increase in Operating Hours in the clubhouse and pool was requested. Proposal was made to extend Friday and Saturday operations by one hour, and extend 1 weekday by one hour. In addition to the activities listed in the attached slides, possible activity additions include a weekend water aerobics class and lap swimming for groups. Clubhouse hours are listed in the slides. We will add the additional hours and see if there is usage of the facilities during those hours. Volunteers are needed for additional events.

 Additional requests made during the meeting were:

 Allowing access for use of the TVs for sporting events. This is currently available. The owner should contact Teresa Edwards in the Association Office to schedule access.

Issues with a section of the concrete walkway outside the Clubhouse being a hazard. [Note: This matter was referred to the County Administrator following the meeting and repairs made the following week.]

 Encounters with possible non-residents and how to report. Owners should call the
 Sheriff’s Office if they suspect unauthorized access of the facilities. Suggestion was made that we reconsider issuing vehicle decals to assist in identifying owners. It was also suggested that owners display their Access cards on a lanyard to make them more easily identifiable. The Board agreed to take these suggestions under advisement.

Issue was raised about camping on undeveloped lots. The County zoning ordinances address this issue that there is no camping on lots within the community. Both subdivisions are zoned single-family residential communities; camping is not permitted. Traditionally, the civic associations have also interpreted their covenants to mean that camping is not permitted.

 State of the Sanitary District:

Jocelyn Davis updated owners on the financial status of the Sanitary District (slides attached). She shared with owners where we are financially and what the upcoming challenges are. This information was also shared with the Norm Risavi (County Administrator) and Russ Culver (our representative on the Board of Supervisors). Based on these challenges, the Board shared with owners that they plan to recommend to the Board of Supervisors a three year plan for increasing the Recreational User Fee: $250 this year, $275 the second year, and $285 the third year. While several residents expressed concern at the amount of the increase, a show of hands at the conclusion of the presentation indicated overwhelming support for the increase, with two or three owners indicating they would not support the increase.

The Board will formally make this recommendation to the County Administrator. He will make a recommendation to the Board of Supervisors. The Board anticipates also making written and oral submissions to the Board of Supervisors. Owners are encouraged to attend the Board of Supervisors’ meeting on this matter to voice their opinion on the increase. The Board will advise residents of the date when the public hearing is scheduled.

GHCP Committee Reports

 Pool Committee

Bill Spencer gave the Pool Committee report. Owners are asked to contact Dot Spencer with ideas on activities for the Pool Committee. He emphasized the importance of volunteers to complete the necessary tasks to prepare the pool for opening day. Swimming lessons will be available again this year. Sign-up sheets to test interest in the lessons were available (flyer attached).

Social Committee

Chuck Fortney reported for Jenny Fortney. There are no planned events at this time. The committee will notify owners when dates are set.

Neighborhood Watch

Walt Shackleford reported that there have been no reports of crime by the Neighborhood Watch. The number of volunteers is declining. Contact Walt to join.

General Discussion, Questions, Comments

1. Owners were reminded about submitting Owner Information Forms and renewal forms for trailer decals and storage spaces; (2) Diane Lank reported that Erica Mall is looking for a manager and asked anyone interested to contact her.

**Adjournment:** The meeting was adjourned at 12:15 p.m.