

**Glebe Harbor – Cabin Point Association, Inc.**

**751 Glebe Harbor Drive, Montross, VA 22520**

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Date: July 27, 2018

TO: All GHCP Property Owners and Members:

**Meeting Notice:** This letter provides notice of the General Membership meeting of the Glebe Harbor – Cabin Point Association, Inc., that will be held on Saturday, August 25, 2018, at 9:30 am. The meeting will be held at the GHCP Clubhouse located at 751 Glebe Harbor Drive, Montross, VA 22520.

**What’s Planned for the Agenda—Overview of Board Responsibilities:** At this business meeting, we will provide an overview of the GHCPA Board of Directors’ responsibilities in support of the GH-CP Sanitary District and in connection with its corporate responsibilities to the Association. We find that most people do not know that the focus of the Board’s responsibilities has changed because of the establishment of the GH-CP Sanitary District. *The two principal responsibilities of the Board of Directors today are: (1) to manage the day-to-day operations of the GH-CP Sanitary District, on behalf of Westmoreland County, for the benefit of the property owners in the Sanitary District, and (2) to plan, on behalf of the Association as owner of the leased property, for the long-term preservation, maintenance, and operation of recreational facilities and opportunities for the benefit of the property owners.* The Lease Agreement and the Management Agreement between Westmoreland County and the Association can be found at GH-CP.org under the Sanitary District tab.

**Working Collaboratively with the County and with Property Owners:** To carry out our charge requires that the Board of Directors work collaboratively with Westmoreland County and with property owners (1) to preserve the availability of recreational opportunities and facilities for property owners, and (2) to represent and address the interests of property owners in planning for operations and activities of the District. We have more members and more diverse ideas about how to manage our recreational facilities. Our challenge is to provide everyone with accurate information to inform their decisions about how they want the recreational facilities managed for the long-term and to encourage property owner participation and input on the recommendations the Association makes to the County about the budget, prioritization of projects, and general management of recreational facilities.

**Modernize Communications:** To assure you are better informed about issues, we are working to modernize our communications. You will find more frequent email communications on the GHCP-net (and less reliance on the Glen-net); we are updating the Association's website (GH-CP.org) with more current information, including brief summaries of GHCP Board meetings and general membership meetings; we are looking at ways to provide greater opportunity for discussion between general meetings; and we are planning to include County staff at certain meetings specifically focused on planning future operations and activities of the Sanitary District. We will update you on these initiatives at the August 25 meeting.

**Revised Rules:** The Rules for GH-CP Sanitary District Recreational Facilities Usage have been recently revised by the board based on input from the County and from members. We will provide an overview of the key changes to the rules for use of the facilities and identify those that are pending review by the County Attorney. A download of the Rules document can be found at GH-CP.org under the Sanitary District tab.

**Come in Person or Send your Proxy:** We urge you to attend the August 25 meeting in person. If you cannot attend, we urge you to complete the proxy form attached to this letter and submit it to Barbara K. Cole, Secretary, GHCP Association, by August 17, 2018. Proxies are used to establish quorum for the conduct of business meetings and to vote on matters brought before the membership for consideration. Because of our greatly increased membership, no proxies will be accepted at the door on the day of the meeting.

***All proxies must be received by the Association Office no later than Friday, August 17, 2018.*** Proxies may be submitted in person or by mail to the Clubhouse address, or by email to [GHCPAssoc@gmail.com](mailto:GHCPAssoc@gmail.com). Be sure to fully complete the proxy information to assure your proxy is valid. As provided by Virginia law, all proxies are subject to validation by the Secretary. Proxies received after August 17 will not be considered valid for use at the August 25 meeting.

We look forward to seeing you on August 25, 9:30 am, at the Clubhouse.

Jeanne Axtell, President, GHCPA Board

On Behalf of the Board