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

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

**Date: November 18, 2019**

**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, December 7, 2019 at 9:30 am. The meeting will be held at the GHCP Clubhouse located at 751 Glebe Harbor Drive, Montross, VA 22520.**

**We invite you to come early at 9 am for coffee and refreshments and spend time visiting your neighbors. The business meeting will begin promptly at 9:30 am.**

**What’s Planned for the Agenda:**

**Update on Cabin Point Shoreline Projects:** At the upcoming meeting, we will update you on the shoreline projects in Cabin Point. These include repair of the Royal Way cul-de-sac at the Cabin Point Beach access (funded by VDOT); repair, extension, and replacement of groins along the Cabin Point Beach; erosion control along the entire Cabin Point shoreline; and correction of drainage issues, upland landscape maintenance, and beach nourishment at Crystal Lane Beach.

**Sewer connections at the Clubhouse** and swimming pool bathhouses. We’ll provide a brief update about this project.

**Performance Review under the Management and Lease Agreements:** It’s been two years since the agreements with Westmoreland County were put in place and it is an appropriate time to review our performance to date--assessing our strengths with what’s working well and identifying areas for improvement in how we carry out our two roles as day-to-day manager of the recreational assets and as advisory community planning board for the Sanitary District. This fall, the GHCPA Board completed a self-assessment. We plan to meet with County officials soon, to discuss additional ways we can work together to improve how we represent and serve community interests and ensure that the recreational assets of the community are well-maintained pursuant to the terms of the agreement.

**GHCP Association Budget Proposal for FY 2020-2021:** In accordance with the Association’s By-Laws, the budget for the upcoming fiscal year (FY 2020-2021) is presented to the membership during the December general membership meeting. The projected expenses of the Association are not expected to increase more than 5% from the current year. Accordingly, the budget will be presented for information only and a vote on the proposed budget is not required.

Lastly, we will provide a **general update on facilities, operations, rules, and member services business items.**

**Come in Person or Send your Proxy:** We urge you to attend the December 7 meeting in person. If you cannot attend, we urge you to complete the attached proxy form and submit it to Barbara K. Cole, Secretary, GHCP Association. Proxies are used to establish quorum for the conduct of business meetings and to vote on matters brought before the membership for consideration.

***All proxies must be received by the Association Office no later than Friday, November 29, 2019.*** Proxies may be submitted in person or by mail to the Clubhouse address, or by email to GHCPAssoc@gmail.com. Be sure to fully complete the proxy information to assure your proxy is valid. Please note that we are asking you to provide your legal mailing address, rather than your Glebe Harbor – Cabin Point address. This will help facilitate the proxy validation process. As provided by Virginia law, all proxies are subject to validation by the Secretary. Proxies received after November 29 will not be considered valid for use at the December 7 meeting and no proxies will be accepted at the door on the meeting day.

**Jeanne O. Axtell, President, GHCPA Board**

**On Behalf of the Board**