GPOA Board Minutes

Working Meeting

June 26,2026

Meeting called to order at 10:00 am by Dan Cashman

Board Attendance
Dan Cashman (DC) President
Tony Embrey (TE) Vice President
Tammy Howard (TH) Treasurer
Ed Harvie (EH) Secretary
Renee Brochu (RB) Communications
Taylor Anderson (TA) Asst. Secretary

1. Finance & Membership update
TH reported that the 2026 budget had allocated $ 1,600 to support joint social events with the Emerald. $ 400 was spent the Valentines Dinner leaving$1200. No money was requested for the June Burger night but Denise requested the remaining $1200 be split between a fall social event and an event near the end of the year. A motion was made to approve this allocation (on a per event specific amount request) and was approved by the board.

TH reported that $ 37,222.39 had been moved to the Reserve Fund with all other categories zeroed out of the 2025 budget. Money in the Reserve Fund requires approval by 2/3 majority of the membership for allocation to a specific project. DC suggested that the 2027 budget should have $ 10,000-15,000 be allocated to the Contingency Fund for emergencies (hurricane, flooding, unexpected expenses) which could be accessed on short notice without membership approval.

TH reported membership for the year was 478 (target was 470). DC noted that an updated application form should be suppiied for membership.

TH noted that the 2027 budget work needed to start now and should be developed by the finance committee, not the GPOA board. The issue is lack of people on the finance committee. TH will set a budget meeting date and announce it for any member to attend for contribution and comment The Finance committee assists the treasurer in preparing the budget which is presented to the board for approval before presentation to the general membership..

TH reported that contracts regarding any service for the GPOA should only be signed by the board president and not by any other individual, regardless of expediency or good intentions (as noted in the bylaws). Individuals signing contracts would be contacted and directed to send contract request to DC. Any contract for services a monthly or annual basis should be reviewed by the board prior to signing.

A July General meeting will be held to discuss where the 2026 budget expenditures stands and actions being taken on the 2027 budget.

DC requested capabilities of the new accounting software being used and TH reported that when members fill out their information using the software (to pay their dues) the pertinent components of their filing could be directly recorded in the data base for the Directory thereby elimination multiple data bases.

TH requested that a standard be established for addressing checks from members (I.e. make checks payable to GPOA).

DC reported tree damage along Clubhouse Drive near HWY 70. Maple Springs was contacted and they came to cut down the tree and remove the debris at a cost of $800. 2 other trees were identified to be taken out and Maple Springs will provide us an estimate for this work. As the trees may be on state property, DC will contact the state to see if they will remove it at their cost.

RB asked it the lanes at the entrance to Greenbriar could be repainted and DC indicated he would talk with the state about it since it is their property / responsibility.

3. DC indicated that volunteers were needed for the next Directory, helping Doug Cheek with maintenance issues. DC indicated a marketing campaign be held through the Gazette and Mail Chimp asking for volunteers with specific skills for the different committees.

   TH recommended that the Directory Committee be made “ad Hoc” so that it can be disbanded after the Directory is completed. TE suggested that each Greenbriar community have someone serve on the committee to get better participation.

4. DC said the Annual meeting is to be held in November with the membership given 10 days prior notice along with a copy of the budget for review. Approval of the budget to take place at the meeting. RB reminded the board that the meeting is to be chaired by the VP (TE).

   DC identified TA was in his last year serving on the board and so the position would need to be filled at the meeting. TA was invited to run again if he was interested. The Assistant Treasurer position still needed to be filled.

5. ACC issues: Boat parked on Carmel has since been removed.

6. Directory After-Action review.
   Delay in printing was due to change of personnel the printer. The printer left Cayenne Court out of the street listing section but all the members data was correct. DC to put together guidelines for future directories and updates.

7. Street lights on Greenbriar Pkwy and Carmel have been installed.

8. Policies update (Mike Waring)
DC recommended a meeting with the ACC and GPOA board in July for review.

9. EH said that Board Meetings,, ACC, and General meetings are kept in a binder. RB said she would provide copies of the Nature Park reports for inclusion. TH said her plan was for a 6 month report of finances but if someone needed a monthly statement it could be produced for any month. TH to provide her reports and books to EH by end of year for long term
DC asked TH to hold onto old voting ballots from 2023 while he looks into it to see what records need to be kept to minimize risk and keep DOR insurance valid and in force.

10. Nature Park.
DC would like to have a social event for all members in the park but was informed by TH that there may be restrictions on having events at the park. TE indicated that the NPC had a shortage for the cost of new benches.

11. DC was looking for someone to write an article requesting volunteers for the different committees. Article would be due July 20th. DC is trying to get a standardized header for all articles written by the board.

TE pointed out that many committee responsibilities are being managed by the GPOA board (which should not be the case). TE said that detailed responsibilities of each committee should be codified so when we solicit members to serve on the committees people know what they will be doing. DC proposed the committee information go into the October Gazette.

12. HOA Representative meetings. DC would like to have a meeting with the other HOA representatives to discuss common problems and how they manage their separate organizations, and how we can work together. An August meeting was proposed.

13. TA reported that the city will only cut the grass twice per year at 1236 Pine Valley. It was suggested the board contact the owner's sister to set up a lawn service for the property. TH has contact number for the sister and will reach out to her for this.

TA clarified that "no trespassing signs" must be posted on individual properties for actions by the police regarding solicitation.

TA reported the speed study for May 22 - June 7 was 25.6 mph on Pine Valley with the highest speed recorded at 47 mph.

TA reported that some cars on Peppercorn were broken into but no details on what was taken.

The meeting adjourned at 12:10 pm.

Recorded and submitted by Ed Harvie 7/3/26