

GPOA Board Minutes

General Members Meeting

December 8th, 2025

1. Call to order at 5:30 by Julia Burke
2. Board Attendance
 - Dan Cashman (DC) President
 - Tony Embrey (TE) Vice President
 - Tammy Howard (TH) Treasurer
 - Ed Harvie (EH) Secretary
 - Taylor Anderson (TA) Assistant Secretary
 - Renee Brochu (RB) Communications
3. Opening Comments by outgoing president Julia Burke

Julia formally handed over responsibility to the newly elected board and was applauded for her work over the previous several years. She then handed over the meeting to DC who introduced the new board.
4. Governance, Bylaws, and Website Updates: DC indicated to the members present that the new board had only recently met and were learning the responsibilities each role held. He then indicated that the floor was open for questions from the membership.
- 5*. Mike Warring (3105 Peppercorn) said he “does not know what the board is doing, that the website is down and needs updating.” DC responded that monthly board meetings were to be reestablished for the next several months with board minutes posted to the website as well as via MailChimp.
- 6*. Parks Schaefer (604 Doral Ct) indicated 2 issues which the new board needed to address:

Two past amendments to the bylaws needed to be formerly posted to the current (2024) version available on the website.

The designation of the agent in the Articles of Incorporation must be formally filed with the state.

- * Items 5 and 6 above are carryover items not addressed by the previous board.
- 7. DC plans to set meetings with the other HOA presidents to coordinate actions for the coming year. Additionally he will meet with our Alderman, the City manager, and the nature park team in January.
- 8. TH presented a short synopsis of treasury:
 - Bank balances are the same as the previous report.
 - A full treasury report will be presented at the next meeting.
 - Advised that 8 members have already paid their 2026 dues
- 9. Mike Waring had asked if we are sending out membership forms with a request for dues and said we should get their addresses, emails, and phone numbers. DC indicated a new form and letter are in the works and will be sent out in January. Dues would need to be received by March 31, 2026 for inclusion in the new directory.
- 10. Mary Schaefer (604 Doral Ct) brought up the reserve fund (GPOA budget) is the only category to hold excess funds and there is no need for the existing contingency fund which should be eliminated with any monies going into the reserve fund. TH indicated that the contingency account is a non stationary account and can be used without board approval.
- 11. DC indicated we had received positive comments on the Christmas decorations via GB mail.
- 12. Doug Cheek informed all that the fountain was up and running and a maintenance contract had been set up with AquaDoc to periodically clean the fountain.
- 13. Mike Waring announced he had briefing books for each of the new board members which were distributed at the end of the meeting (Thanks Mike). He also reiterated that there were 2 amendments to the AOI and that Greenbrier operated as a 55 Alpha community organization.

14. DC indicated that Katie Dougherty would be supplying the forms he and TH would need to make sure we are compliant with state and local requirements. Katie is gathering real estate transactions in Greenbrier to keep our databases up to date and to inform the Welcoming Committee who should get a welcome package.
15. DC indicated he needed volunteers in 2 areas:

Keeping the data base for the directory up to date. Note: a significant challenge exists due to three separate data bases (directory, email/MailChimp, and treasury records) which need to be consolidated.

Who can assist TA with managing the yard sale signs. It was proposed that people needing the signs give 1 week notice so that the signs can be pulled from storage. A storage shed on site could be a possible alternative.
16. Bill Kirsch (602 Doral Ct) indicated he needed the email addresses of the new residents moving into Greenbrier.
17. RB clarified that e-mail always go to greenbrier.nc.org site whether “.org” or “.com” was used. DC wants to eliminate one of them.
18. John Brochu (3004 Coriander) said that Luminary sales were about the same as last year and that the hours for Dec 13th sales would be 11:00 - 2:00 and not 2:00 to 4:00 as posted in the Greenbrier Gazette.
19. DC said membership mailing would go out in January via pony express and encouraged all members to solicit nonparticipating neighbors to join this year.
20. John Brochu proposed that realtors pay the first year membership of new residents as part of their closing cost.
21. TA suggested giving nonmembers some informative emails which may encourage them to join.

22. DC indicated speeding was still an issue in Greenbrier and we would pursue having the police do an unannounced speed study to gauge the extent of the problem.
23. Pedestrian Safety: A concern was raised about residents walking at night without reflective gear. The board can only recommend, not mandate, that people wear lights or reflective clothing and walk with their left side of the road in the direction they are going.
23. DC plans to strengthen ties to city officials and police. TA indicated we could have an officer speak on crime statistics in Greenbrier at a meeting.
24. The next board meeting was established for January 19th, 2026.

A motion to close the meeting was made at 6:52 and passed. The meeting then ended.

Recorded and submitted to the GPOA board for approval Dec 14, 2025 by Ed Harvie, board Secretary.