COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
&
NAC ELECTION
Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, January 3, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Rob Heckman – Morven
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke- Oakridge

BOARD MEMBERS ABSENT: **None**

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Ed Thomas – PMP
Residents – 2

CALL TO ORDER

Ed Thomas called the meeting to order at 7:05 PM.

ELECTION OF OFFICERS:

President

Bob King **moved that the Board of Directors elect Dave Barrie as the President of the CountrySide Proprietary Board of Directors for 2018.** Rob Heckman seconded the motion. Motion passed unanimously.

Vice President

Anne Steingass **moved that the Board of Directors elect Penny Francke as the Vice President of the CountrySide Proprietary Board of Directors for 2018.** Rob Heckman seconded the motion. Motion passed unanimously.

Secretary

Anne Steingass **moved that the Board of Directors elect Rob Heckman as the Secretary of the CountrySide Proprietary Board of Directors for 2018**. Penny Francke seconded the motion. Motion passed unanimously.

Treasurer

Penny Francke **moved that the Board of Directors elect Bob King as the Treasurer of the CountrySide Proprietary Board of Directors for 2018**. Rob Heckman seconded the motion. Motion passed unanimously.

ADHOC HORSEPEN RUN COMMITTEE

Resolution #260-Extend Term Horsepen Run Adhoc Committee

Rob Heckman **moved that the Board of Directors adopt Resolution 260, as amended, and to extend the term to December 31, 2018.** Penny Francke seconded the motion. Motion passed unanimously.

2018 PIPESTEM ASSESSMENT

Resolution #279 – 2018 Common Driveway Assessment

Bob King **moved that the Board of Directors adopt the 2018 Common Driveway Assessment, Resolution # 279.** Rob Heckman seconded the motion. Motion passed unanimously.

ELECTION OF COMMITTEE CHAIRPERSONS/LIAISONS

Community Relations Committee Chairperson

Bob King **moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Community Relations Committee for 2018.** Penny Francke seconded the motion. Motion passed unanimously.

Design Review Committee Board Liaison

Penny Francke **moved that the Board of Directors elect Anne Steingass as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for 2018**. Rob Heckman seconded the motion. Motion passed unanimously.

Facilities Committee Chairperson

Anne Steingass **moved that the Board of Directors elect Penny Francke as the Chairperson of the CountrySide Proprietary Facilities Committee for 2018.** Rob Heckman seconded the motion. Motion passed unanimously.

Finance Committee Chairperson

Penny Francke **moved that the Board of Directors elect Bob King as the Chairperson of the CountrySide Proprietary Finance Committee for 2018**. Anne Steingass seconded the motion. Motion passed unanimously.

Grounds Committee Chairperson

Rob Heckman **moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Grounds Committee for 2018**. Bob King seconded the motion. Motion passed unanimously.

NAC Committee Liaison

Rob Heckman **moved that the Board of Directors elect Jeff Kretsch and Pat Bour as the Neighborhood Advisory Council Liaison to the CountrySide Proprietary Board of Directors for 2018.** Anne Steingass seconded the motion. Motion passed unanimously.

Horsepen Run Adhoc Committee Chairperson

Penny Francke **moved that the Board of Directors elect Rob Heckman as the Chairperson of the CountrySide Proprietary Horsepen Run Adhoc Committee for 2018**. Anne Steingass seconded the motion. Motion passed unanimously.

NEIGHBORHOOD ADVISORY COUNCIL

Neighborhood Advisory Council Elections

Rob King **moved the following members be elected to the Neighborhood Advisory Council for 2018:**

Belmont:	**Tim Shaw**	**Oakridge:**	**Mike Sziede**
	Art Rodriguez		**Elizabeth Moran**
	Barbara O'Connor		
	Louis Kaiser		

Foxfield:	**Devin Reise** **Elizabeth McMahon**	**Oatlands:**	**Courtney Hasbrouck** **Tonya Lovelace** **Selena McLean-Huson**
Morven:	**Alethea Christon** **Brenda Koontz** **Jonathan Breslow**	**Rokeby:**	**Pat Bour** **Yolanda Brooks** **Denise Moldover** **James Krips**
Welbourne:	**Diane Blunt** **Allison Powell** **Nicole Rossi** **Fredrik Wallin**		

All are CountrySide members in good-standing.

Anne Steingass seconded the motion. Motion passed unanimously.

DESIGN REVIEW COMMITTEE

Design Review Committee Appointments

Anne Steingass **moved that the Board of Directors appoint the following members to serve on the 2018 Design Review Committee:**

Belmont:	**Rodney Collins**
Foxfield:	**Lisa Viafore**
Morven:	**Will Vigil**
Oatlands:	**Sarah Wertz**
Oakridge:	**Roy Weidner**
Rokeby:	**Rich Ivey**
Welbourne:	**Gustavo Rey**

All are CountrySide members in good-standing.

Rob Heckman seconded the motion. Motion passed unanimously.

RESIDENT AND GUEST PARTICIPATION

2 Residents were in attendance. Items discussed: Rear Entry Door Standards, Dulany Court parking and speeding

DISCUSSION ITEM

HPRN: Illegal driving and trash dumping on HPRN grounds,

ADJOURN:

Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:00 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, January 24, 2018

BOARD MEMBERS PRESENT:	Dave Barrie – Oatlands Rob Heckman – Morven Anne Steingass – Foxfield Penelope Francke - Oakridge
BOARD MEMBERS ABSENT:	Robert King - Belmont
OTHERS PRESENT:	Donna Cooper – PMP Lisa Marnet – PMP Loretta deLamare– PMP Residents – 11

CALL TO ORDER:

Dave Barrie called the meeting to order at 7:02 PM.

APPROVAL OF MEETING MINUTES:

Rob Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 3, 2018. Penny Francke seconded the motion. Motion carried unanimously.

Rob Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting November 8, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 11 Residents were in attendance. Items discussed: Parking, NAC Appointments

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Appointment to 2018 Board of Directors for the Rokeby Neighborhood

Rob Heckman moved that the Board of Directors appoint Ken Bour to represent the Rokeby Neighborhood on the CountrySide Proprietary Board of Directors for 2018, effective immediately. Penny Francke seconded the motion. Motion passed unanimously.

Appointments to the 2018 Neighborhood Advisory Council

Penny Francke moved the following members be elected to the Neighborhood Advisory Council for 2018:

Belmont:	Inge Nystrom	Oatlands:	Jon Chwirut Kimberly Roth
Oakridge:	Brynn Hunt Traci Medlock Deblyn Flack Damian Backer		Allyson Roach
		Morven:	Jean-Michel Brunet
Rokeby:	Diane Bohn		

All are CountrySide members in good-standing. Anne Steingass seconded the motion. Motion passed unanimously.

Appeal Validity of Tow on 11/9/17, Ticket # 28956:
Item deferred to February 7, 2018 Board of Directors Meeting.

Appeal Validity of Tow on 11/19/17, Ticket # 290800
Rob Heckman moved that the Board of Directors overturn the validity of the Tow Ticket # 290800 dated November 19, 2017 and refund $185.00. Anne Steingass seconded the motion. Two votes for. Two votes against. Motion did not pass. This item has been deferred to the February 7, 2018 Board of Directors Meeting.

ARCHITECTURAL ITEMS:

Minor Violations
Rob Heckman moved if corrective action is not taken by February 5, 2018 for MINOR violation Acct #71347, the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date.
The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Anne Steingass seconded the motion. Motion passed unanimously.

Major Violations
Rob Heckman moved if corrective action is not taken by February 9, 2018 for MAJOR Inspection Violation account #99240 the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).
Additionally, if the violations are not corrected by February 28, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Penny Francke seconded the motion. Motion passed unanimously.

2017 Annual Inspection Violations
Rob Heckman moved if corrective action is not taken by February 16, 2018 for ANNUAL Inspection Violations the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).
Additionally, if the violations are not corrected by February 28, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Request for Extension 2017 Annual Inspection Request – Account #70382
Rob Heckman moved if corrective action is not taken by April 15, 2018 for the 2017 ANNUAL Inspection Violation, Acct #70382 the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).
Additionally, if the violations are not corrected by May 15, 2018, our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Penny Francke seconded the motion. Motion passed unanimously.

Request for Extension 2016 Annual Inspection Request – Account 70817

Rob Heckman moved if corrective action is not taken by May, 31, 2018 for the 2016 ANNUAL Inspection Violation, Acct #70817 the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by July 31, 2018, our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

Horsepen Run Stream Erosion VA Dept. of Environment

COMMITTEE REPORTS:

Community Relations Committee	No December Meeting
Design Review Committee	October 23, 2017
Design Review Committee	November 27, 2017
Facilities Committee	No December Meeting
Finance Committee	November 21, 2017
Grounds Committee	No December Meeting
HPR	No December Meeting
Neighborhood Advisory Council	October 10, 2017
Neighborhood Advisory Council	November 14, 2017

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: Rob Heckman moved to enter into Executive Session. Penny France seconded the motion. Executive Session commenced at 8:28 pm. Rob Heckman moved to end Executive Session. Anne Steingass seconded the motion. Executive Session ended at 8:53 pm.

ADJOURN:

Penny Francke moved to adjourn the meeting. Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:54 pm.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, February 7, 2018

BOARD MEMBERS PRESENT:	Dave Barrie – Oatlands
	Robert King – Belmont
	Anne Steingass – Foxfield
	Rob Heckman – Morven
	Penelope Francke – Oakridge
	Ken Bour - Rokeby
BOARD MEMBERS ABSENT:	None
OTHERS PRESENT:	Donna Cooper – PMP
	Loretta deLamare – PMP
	Lisa Marnet - PMP

CALL TO ORDER:

Dave Barrie called the meeting to order at 7:05 PM.

APPROVAL OF MEETING MINUTES:

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 24, 2018.** Anne Steingass seconded the motion. Votes for: 4 – Belmont, Foxfield, Oakridge, Oatlands. Abstentions: 2 - Morven and Rokeby. Motion carried.

RESIDENTIAL PARTICIPATION/GUESTS: 8 Residents were in attendance. Items discussed: Parking, Architectural. Owner of Roadrunner Towing.

GENERAL BUSINESS:

OLD BUSINESS: NONE

NEW BUSINESS:

Appointments to 2018 Neighborhood Advisory Council:

Rob Heckman moved **that the following members be elected to the Foxfield Neighborhood Advisory Council for 2018. Raqeeb Khan – 113 Bickel Court and Sean Mascara – 40 Alden Court. All are CountrySide members in good standing.** Anne Steingass seconded the motion. Motion passed unanimously.

Appointments to 2018 Horsepen Run Ad-hoc Committee:

Rob Heckman moved **that the Board of Directors appoint the following members/residents to serve on the 2017 Horsepen Run Adhoc Committee:**

Benu Bhargava	**Belmont (Voting Member)**	**David Barrie**	**Oatlands (Voting Member)**
Tony Palm	**Belmont**	**VACANT**	**Oakridge**
Debi Holbrook	**Foxfield (Voting Member)**	**VACANT**	**Rokeby**
Carlos Garcia	**Foxfield**	**Bob Griesbach**	**Welbourne (Voting Member)**
Rob Heckman	**Morven , Chair (Voting Member)**	**Steve LeHew**	**Morven**

All are members in good standing. Bob King seconded the motion. Motion passed unanimously.

EPA Agreement – Access to common ground:

Bob King **moved that the Board of Directors replace the existing map with the attached map to be included with the current EPA access agreement as approved on October 25, 2017.** Rob Heckman seconded the motion. Motion passed unanimously.

Reschedule July 4, 2018 Board of Directors Meeting:

Robert King **moved that the Board of Directors cancel the CountrySide Proprietary Board of Directors Meeting scheduled for July 4, 2018. If determined to be necessary, a Board of Directors Meeting will be scheduled at a later date in July.** Anne Steingass seconded the motion. Motion passed unanimously.

Appeal validity of tow dated 11-9-2017, ticket 289564:

Penny Francke **moved that the Board of Directors overturn the validity of Tow Ticket #289564 dated November 9, 2017.** Ken Bour seconded the motion. Votes for: 4 – Foxfield, Morven, Oakridge, Rokeby. Votes Against: 2 – Belmont, Oatlands. Motion carried.

Ken Bour **moved that the Board of Directors recommend to RoadRunner Towing that they reimburse the towing fee to the resident.** Rob Heckman seconded the motion. Votes for: 4 – Foxfield, Morven, Oakridge, Rokeby. Votes Against: 2 – Belmont, Oatlands. Motion carried.

Two residents were in attendance.

Appeal validity of tow dated 11-19-2017, ticket #290800:

Ken Bour **moved that the Board of Directors overturn the validity of Tow Ticket #290800 dated November 19, 2017.** Anne Steingass seconded the motion. Votes for: 4 – Foxfield, Morven, Oakridge, Rokeby. Votes Against: 2 – Belmont, Oatlands. Motion carried.

Rob Heckman **moved that the Board of Directors recommend to RoadRunner Wrecker Services that they reimburse the towing fee to the resident.** Ken Bour seconded the motion. Votes for: 4 – Foxfield, Morven, Oakridge, Rokeby. Votes Against: 2 – Belmont, Oatlands. Motion carried.

Two residents were in attendance.

Appeal validity of tow dated 12-3-2018, ticket # 292329:

Ken Bour **moved that the Board of Directors overturn the validity of Tow Ticket #292329 dated December 3, 2017.** Anne Steingass seconded the motion. Votes for: 4 – Foxfield, Morven, Oakridge, Rokeby. Votes Against: 2 – Belmont, Oatlands. Motion carried.

Robert King **moved that the Board of Directors recommend to RoadRunner Wrecker Services that they reimburse the towing fee to the resident.** Ken Bour seconded the motion. Votes for: 4 – Foxfield, Morven, Oakridge, Rokeby. Votes Against: 2 – Belmont, Oatlands. Motion carried.

One resident was in attendance.

Appeal of DRC Decision Application #70337-120717:

Ken Bour **moved that the Board of Directors uphold the DRC's decision on January 22, 2018 and deny application #70337-120717. This decision is contingent upon:**

- **Current owner shall disclose to all perspective purchasers that roof is in violation and will remain so until the roof is brought into compliance with the current Guidelines.**
- **Replacement roof shall be applied for and replaced in accordance with the current Guidelines when property is sold or when the roof needs replacement, whichever occurs first.**

Penny Francke seconded the motion.

Anne Steingass **moved that a friendly amendment be added to the motion that**

- **the Board of Directors suspend the owners voting privilege and rights to use of the common area facilities until the roof is brought into compliance with the current guidelines.**

Ken Bour seconded the motion. Votes for: 5 – Belmont, Foxfield, Oakridge, Oatlands Rokeby. Abstentions: 1 - Morven. Motion carried. One resident was in attendance.

ARCHITECTURAL ITEMS: None

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

1) **RoadRunner Wrecker Service Agreement**
2) **Land Development Application**

COMMITTEE REPORTS:

Community Relations Committee	February 1, 2018
Design Review Committee	
Facilities Committee	November 9, 2017
Finance Committee	
Grounds Committee	
HPR	January 31, 2018
Neighborhood Advisory Council	

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: NONE

ADJOURN:

Robert King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 8:58 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, February 28, 2018

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands	Robert King – Belmont	Anne Steingass – Foxfield
Rob Heckman – Morven	Penelope Francke – Oakridge	Ken Bour - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT:

Donna Cooper – PMP	Lisa Marnet – PMP	Loretta deLamare– PMP
Suzanne Volpe – Loudoun County	Residents - 4	

CALL TO ORDER:
David Barrie called the meeting to order at 7:00PM.

APPROVAL OF MEETING MINUTES:
Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 7, 2018.** Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: Four Residents were in attendance. Items discussed: Architectural Appeal, Violations. 2 Guests- discussion: Safe Routes to School.

GENERAL BUSINESS:

A. OLD BUSINESS:

Request to re-visit "friendly amendment" BOD decision 2/7/18:
No motion.

Application 71159-113017 Use of Common Ground:
Bob King moved **that the Board of Directors deny the request for use of common ground as requested and described in Application #71159-113017.** Anne Steingass second the motion. Motion passed unanimously

B. NEW BUSINESS:

ARCHITECTURAL ITEMS:
Appeal of DRC Decision 111782-112017:
Rob Heckman moved **that the Board of Directors uphold the DRC's decision on January 22, 2018 and deny Application 111782-112017 with the contingency that the fence can remain if the gate is brought into compliance with the standard convex style. In addition,**

- **Current owner shall disclose to all perspective purchasers that fence is in violation and will remain so until the fence is brought into compliance with the current Guidelines.**
- **Replacement fence shall be applied for and replaced in accordance with the current Guidelines when property is sold or when the fence needs replacement, whichever occurs first.**

Penny Francke seconded the motion. 5 votes for. 1 opposed (Foxfield). Motion was passed.
Rob Heckman further moved **that the gate must be brought into compliance by July 1, 2018.** Ken Bour seconded the motion. 5 votes for. 1 vote opposed (Foxfield). Motion was passed. One Resident was in attendance.

Annual Inspection Violations:
Bob King moved **if corrective action is not taken by March 15, 2018 for 2017 ANNUAL Inspection Violation Acct #69932, the Board will exercise the rights "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violations**

are not corrected by April 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Rob Heckman seconded the motion. Motion passed unanimously.

Major Inspection Violations:

Bob King moved **if corrective action is not taken by March 15, 2018 for MAJOR Inspection Violations the Board will exercise the rights "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violations are not corrected by April 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Anne Steingass seconded the motion. Motion passed unanimously.

Minor Violations:

Bob King moved **if corrective action is not taken by March 12, 2018 for MINOR violations: the Board agrees to exercise "*the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" "* at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1.** Anne Steingass seconded the motion. Motion passed unanimously.

Minor Violation Account #75041:

Bob King moved **if corrective action is not taken by April 1, 2018 for MINOR violation Account # 75041: the Board agrees to exercise "*the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" "* at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1.** Rob Heckman seconded the motion. Motion passed unanimously. One Resident was in attendance.

Minor Violation Account #100195:

Anne Steingass moved **if corrective action is not taken by April 1, 2018 for MINOR violation Account # 100195: the Board agrees to exercise "*the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" "* at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1.** Ken Bour seconded the motion. Motion passed unanimously. One Resident was in attendance.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:
CountrySide Waves – Thank you
Towing Contract
Safe Routes to School

COMMITTEE REPORTS:

Community Relations Committee	
Design Review Committee	January 22, 2018
Facilities Committee	February 8, 2013
Finance Committee	
Grounds Committee	February 21, 2018
Horsepen Run Adhoc	January 31, 2018 - Revised
Neighborhood Advisory Council	January 9, 2018

MANAGEMENT REPORTS:
Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:
Bob King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 9:00 PM.

Respectfully Submitted,

_____
Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, March 7, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Ken Bour – Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 7, 2018.** Penny Francke seconded the motion. Motion passed unanimously

RESIDENTIAL PARTICIPATION/GUESTS: No residents were in attendance.

GENERAL BUSINESS:

OLD BUSINESS: NONE

NEW BUSINESS: NONE

ARCHITECTURAL ITEMS: None

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS:

Community Relations Committee	March 1, 2018
Design Review Committee	
Facilities Committee	
Finance Committee	February 20, 2018
Grounds Committee	
HPR	
Neighborhood Advisory Council	

MANAGEMENT REPORTS:
Management Report
Financial Reports
Project List

EXECUTIVE SESSION:

Rob King moved **to enter into Executive Session**. Rob Heckman seconded the motion. Executive Session commenced at 7:10 pm. Bob King moved **to end Executive Session.** Rob Heckman seconded the motion. Executive Session ended at 8:34 pm.

ADJOURN:

Robert King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 8:35 PM.

Respectfully Submitted,

_____

Donna Cooper – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, March 28, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke – Oakridge

BOARD MEMBERS ABSENT: Rob Heckman – Morven

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:01 PM.

APPROVAL OF MEETING MINUTES:
Anne Steingass **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 7, 2018.** Robert King seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: No Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS: None
B. NEW BUSINESS:
Road Runner Wrecker Services, Inc. Contract:
Tabled until April 4, 2018 Board of Directors Meeting.

POA Disclosure Packet Fees and Post Closing Fee:
Robert King **moved that the Board of Directors adopt the following fees effective May 1, 2018 in accordance with the Virginia Department of Professional & Occupational Regulations:**

- **Disclosure Packet Electronic Delivery $264.00 (currently $225)**
- **Disclosure Packet Paper Form $293.00 (currently $250)**
- **Rush/Expedite – above fee plus $ 58.00 (currently $25)**
- **Additional hard copy $ 29.00 (currently $25)**
- **Post Closing Fee $ 58.00 (currently $50)**

Penny Francke seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:
Minor Violations:
Robert King **moved if corrective action is not taken by April 15, 2018 for MINOR violations: (see attached list) the Board agrees to exercise "*the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* " at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in

accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Anne Steingass seconded the motion. Motion passed unanimously. No residents were present.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS:

Neighborhood Advisory Council February 13, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:

Robert King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 8:00 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, April 4, 2018

BOARD MEMBERS PRESENT: Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge

BOARD MEMBERS ABSENT: Dave Barrie – Oatlands

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Ed Thomas - PMP

CALL TO ORDER:
Penelope Francke called the meeting to order at 7:01 PM.

APPROVAL OF MEETING MINUTES:
Anne Steingass **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 28, 2018. Bob King** seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: No residents or guests were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS:

Road Runner Wrecker Services Inc. Contract
Rob Heckman moved **that the Board of Directors approve the attached Road Runner Wrecker Service, Inc. Towing Contract for a period beginning April 1, 2018 to March 31, 2019 with two one-year options as outlined in Section IV-Duration of Agreement.** Bob King seconded the motion. Motion passed unanimously.

B. NEW BUSINESS: None

ARCHITECTURAL ITEMS: None

FACILITIES: None

FINANCE:
Investment of Common Driveway Funds
Bob King moved **the Board authorize the Treasurer to reinvest Common Driveway funds from the maturing CD at Sandy Spring Bank in the approximate amount of $70,220 into a CD at Sandy Spring Bank for 14 months at the best rate available.** Rob Heckman seconded the motion. Motion passed unanimously.

Townhouse Reserve Fund
Bob King moved **the Board authorize the Treasurer to close the Capital One Bank Money Market Account in the approximate amount of $38,370 and move the funds into the Vanguard Money Market Account.** Rob Heckman seconded the motion. Motion passed unanimously.

Investment of Townhouse Reserve Funds

Bob King moved **the Board authorize the Treasurer to invest funds from the maturing Vanguard Townhouse Reserve Beal Bank CD and the Vanguard money market fund into two CD's for up to two years at the best rates available.** Anne Steingass seconded the motion. Motion passed unanimously.

General Reserve Fund

Rob Heckman moved **the Board authorize the Treasurer to close the Zions Account and move the funds into the Morgan Stanley Account.** Bob King seconded the motion. Motion passed unanimously

GROUNDS:

Street Sweeping

Anne Steingass moved **that the Board of Directors award the contract for Street Sweeping in the Townhouse communities to BrightView for an amount not to exceed $6,560. The cost will be applied to GL 8556.** Rob Heckman seconded the motion. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS

Design Review Committee	February 26, 2018
Facilities Committee	March 8, 2018
Finance Committee	March 27, 2018
Grounds Committee	March 29, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:

Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 7:10 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

CountrySide Proprietary
Board of Directors Meeting Minutes
46020 Algonkian Parkway
Sterling, VA 20165

Wednesday April 25, 2018

ATTENDANCE
Board Members present: David Barrie, Oatlands; Robert King, Belmont; Penny Francke, Oakridge; Rob Heckman, Morven; Anne Steingass, Foxfield; Kumar Sangaran, Rokeby. No members absent.
PMP Representatives: Donna Cooper, Lisa Marnet, Loretta deLamare
Guests/Residents: None

CALL TO ORDER: David Barrie called the meeting at the Parkway Meeting Room to order at 7:03pm.

APPROVAL OF MEETING MINUTES: Rob Heckman moved: **that the Board of Directors approve as written Minutes of the Board of Directors Meeting for April 4, 2018.** Anne Steingass seconded the motion. Motion passed unanimously

GENERAL ACTION

1) **Old Business**: None
2) **New Business:**
   a) **Appointment to 2018 Board of Directors for Rokeby Neighborhood**: Bob King moved: **that the Board of Directors appoint Kumar Sangaran to represent the Rokeby Neighborhood on the CountrySide Board of Directors for 2018, effective immediately**. Penny Francke seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS

1) **Minor Violations:** Rob Heckman moved: **if corrective action is not taken by May 11, 2018 for MINOR violations: (see attached list) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective May 25, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1.** Bob King seconded the motion. Motion passed unanimously.
2) **2017 Annual Inspection Violations:** Bob King moved**: if corrective action is not taken by May 25, 2018 for 2017 ANNUAL Inspection Violations Account #71180, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective May 25, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by July 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges,**

from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Rob Heckman seconded the motion. Motion passed unanimously.

3) **Major Violations:** Bob King moved**: if corrective action is not taken by May 25, 2018 for Major violations (see attached spreadsheet) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective May 25, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by July 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES

1) **Cromwell Wading Pool Repairs:** Tabled until Board of Directors Meeting on May 2, 2018.

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS

1) **2018 Pool Rules and Regulations**

COMMITTEE REPORTS:
Community Relations-April 5, 2018
Design Review-March 26, 2018
Facilities-April 12, 2018
Grounds-April 18, 2018
Neighborhood Advisory Council-March 13, 2018

MANAGEMENT REPORTS:
Managers' Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN: Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 7:10 PM.

Respectfully Submitted

_____

Loretta deLamare - Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, May 2, 2018
As revised and approved June 6, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet - PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:02PM.

APPROVAL OF MEETING MINUTES:
Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting April 25, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 2 Residents were in attendance. Items discussed: Violations

GENERAL BUSINESS:
A. **OLD BUSINESS: None**
B. **NEW BUSINESS: None**

ARCHITECTURAL ITEMS:

Minor Violations: No Motion

2017 Annual Violations:
Bob King moved: **if corrective action is not taken by May 25, 2018 for 2017 ANNUAL Inspection Violations: (see attached spreadsheet) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective May 25, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by July 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion carried unanimously.

2017 Annual Violation Account # 71644:
Bob King moved **if corrective action is not taken by August 1, 2018 for 2017 ANNUAL Inspection Violations Account # 71644, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of***

any of the published rules and regulations of the association" **effective August 15, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by September 30, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.

The motion was Amended by Rob Heckman as follows: **Additionally, if the violation is not corrected by September 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Kumar Sangaran seconded the motion with the amendment. Votes: 5 in favor, 1-opposed (Oatlands).

2017 Annual Violation Account #71710:

Bob King moved **if corrective action is not taken by May 25, 2018 for 2017 ANNUAL Inspection Violations Account # 71644, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective May 25, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by July 31, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.

The motion was Amended by Rob Heckman as follows: **if corrective action is not taken by July 1, 2018 for 2017 ANNUAL Inspection Violations Account # 71644, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective July 15, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by August 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.

Kumar Sangaran seconded the motion with the amendment. Votes: 5 in favor, 1 opposed (Oatlands).

FACILITIES:

Cromwell Wading Pool Repairs:

Penny Francke moved **that the Board of Directors award the contract for Cromwell Wading Pool Repairs to Puritan Whitecoat for a cost not to exceed $6600.00. The cost of repairs will be applied to GL 9806.** Bob King seconded the motion. Motion passed unanimously.

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

Cascades Tennis

Hidden Lane Landfill

COMMITTEE REPORTS:

Finance Committee	April 17, 2018	
HPRN Adhoc	April 11, 2018	Updated at meeting
HPRN Adhoc	March 14, 2018	Updated at meeting

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION:

ADJOURN:

Bob King **moved to adjourn the meeting.** Kumar Sangaran seconded the motion. Motion carried unanimously. The meeting adjourned at 8:00 PM.

Respectfully Submitted,_____
Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, May 23, 2018

BOARD MEMBERS PRESENT:	Dave Barrie – Oatlands
	Robert King – Belmont
	Anne Steingass – Foxfield
	Rob Heckman – Morven
	Penelope Francke – Oakridge
	Kumar Sangaran - Rokeby
BOARD MEMBERS ABSENT:	None
OTHERS PRESENT:	Donna Cooper – PMP
	Loretta deLamare– PMP
	Lisa Marnet – PMP
	1 Resident

CALL TO ORDER:

Dave Barrie called the meeting to order at 7:03PM.

APPROVAL OF MEETING MINUTES:

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting May 2, 2018**. Bob King seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: One Resident was in attendance. Item discussed: Amenities suspension.

GENERAL BUSINESS:

A. OLD BUSINESS:

B. NEW BUSINESS:

2017 Audit:

Bob King moved **that the Board of Directors accept the 2017 CountrySide Proprietary Annual Audit/Independent Auditors Report performed by Malvin Riggins & Co.** Rob Heckman seconded the motion. Motion passed unanimously.

Removal of Amenities Privileges:

Bob King **moved that the Board of Directors exercise the right of the Association, in accordance with the CountrySide Proprietary Governing Documents: "the right of the Association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for any period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the Association." The suspensions shall be effective as of June 1, 2018 and shall apply until the following accounts have complied with maintenance requests and/or have no unpaid assessments.** Kumar Sangaran seconded the motion. Motion passed unanimously.

Removal of Amenities Privileges Account # 70229:

Anne Steingass moved **that the Board of Directors wait until funds are received and violation cleared before amenities are restored.** Penny Francke amended the motion as follows: **The Board of Directors shall suspend amenities for Account #70229 until such time as the outstanding balance has been brought current and the outstanding 2017 Annual Inspection violation has been abated.** Rob Heckman seconded the motion as amended. Motion passed unanimously. One resident in attendance.

ARCHITECTURAL ITEMS:

Minor Violations:

Bob King moved **if corrective action is not taken by June 1, 2018 for MINOR violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective June 1, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1.** Rob Heckman seconded the motion. Motion passed unanimously

Major Violations:

Anne Steingass moved **if corrective action is not taken by June 1, 2018 for Major violations the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective June 1, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by August 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Bob King seconded the motion. Motion passed unanimously.

2017 Annual Violations:

Bob king **moved if corrective action is not taken by June 1, 2018 for 2017 ANNUAL Inspection Violations: (see attached spreadsheet) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective June 1, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by August 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES:

Algonkian Elementary School 5th Grade Party:

Penny Francke moved **that the Board of Directors waive the deposit and rental fees, and donate the cost of the lifeguards for the Algonkian Elementary School 5th Grade Pool Graduation party. The party is to be held at the Lindenwood Pool on Thursday, June 7, 2018 from 2 pm to 6 pm with a rain date of June 8, 2018, same times and location. The cost of lifeguards will be paid from GL 5315**. Rob Heckman seconded the motion. Motion passed unanimously.

FINANCE:

Standard Payment Plan:

Bob King moved **that the Board of Directors approve the attached payment plan for account #111035. This is a standard Payment Plan.** Kumar Sangaran seconded the motion. Motion passed unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

Eastern Loudoun Substation Quarterly Meeting:

Zoning changes for Gas Station Sites:

Cascades Tennis-Update:

COMMITTEE REPORTS:

Community Relations Committee	May 3, 2018
Design Review Committee	April 23, 2018
Facilities Committee	May 10, 2018
Finance Committee	
Grounds Committee	May 16, 2018
HPR	May 9-No quorum
Neighborhood Advisory Council	April 10, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: Bob King moved **that the Board of Directors enter into Executive Session**. Rob Heckman seconded the motion. Executive Session commenced at 7:05pm. Penny Francke moved **that the Board of Directors conclude Executive Session.** Rob Heckman seconded the motion. Executive Session ended at 7:15pm. One Resident in attendance.

ADJOURN:

Bob King **moved to adjourn the meeting.** Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:07pm.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, June 6, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
2 Residents

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Board of Directors Meeting May 23, 2018:
Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting May 23, 2018.** Kumar Sangaran seconded the motion. Motion carried unanimously.
Board of Directors Meeting May 2, 2018 – Revised:
Rob Heckman **moved that the Board of Directors approve as written minutes of the Board of Directors Meeting May 2, 2018 as revised and attached**. Bob King seconded the motion. Motion passed unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 2 Residents were in attendance. Items discussed: Minor Violation

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Suspend Amenities Privileges:
Bob King **moved the Board of Directors exercise the right of the Association, in accordance with the CountrySide Proprietary Governing Documents: "the right of the Association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for any period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the Association," The suspensions shall be effective as of June 15, 2018 and shall apply until the following accounts (see attached spreadsheet) have complied with maintenance requests and/or have no unpaid assessments**. Kumar Sangaran seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:
Minor Violations:

Bob King moved **if corrective action is not taken by June 15, 2018 for MINOR violations (see attached spreadsheet): the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective June 15, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such**

steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Rob Heckman seconded the motion. Motion passed unanimously.

Minor Violation Account #71274:
Rob Heckman moved **that the Board of Directors grant an extension to August 30, 2018 for Minor Violation Account #71274 with the following conditions to the vehicles parked in the driveway:**

1) **The wrecked black Honda vehicle is to be repaired and in working order by August 30, 2018.**
2) **Wrecked black Honda vehicle must be covered until such time that it is repaired and in working order.**
3) **The tires on the wrecked black Honda vehicle must be re-inflated.**
4) **The Green van is removed from CountrySide property.**

Kumar Sangaran seconded the motion. Motion passed unanimously.

FACILITIES:
CountrySide Elementary School 5th Grade Party:
Penny Francke moved **that the Board of Directors waive the deposit and rental fees and donate the cost of the lifeguards for the CountrySide Elementary School 5th Grade Pool Graduation party. The party is to be held at the Lindenwood Pool on Monday, June 11, 2018 from 2 pm to 6 pm. The cost of lifeguards will be paid from GL 5315.** Rob Heckman seconded the motion. Motion passed unanimously.

FINANCE:
Standard Payment Plan Account # 71311:
Bob King moved **that the Board of Directors approve the attached payment plan for account #71311. This is a standard Payment Plan**. Anne Steingass seconded the motion. Motion passed unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS:
Finance Committee May 15, 2018

MANAGEMENT REPORTS:
Management Report
Financial Reports
Project List

EXECUTIVE SESSION:
Bob King moved **to enter into Executive Session.** Penny Francke seconded the motion. Motion passed unanimously. Executive Session Commenced at 7:15 pm. Bob King **moved to end Executive Session**. Penny Francke seconded the motion. Motion passed unanimously. Executive Session ended at 7:20 pm.

ADJOURN:
Bob King **moved to adjourn the meeting.** Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 7:55 PM.

Respectfully Submitted,

_____
Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, June 27, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Penny Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: Rob Heckman – Morven

OTHERS PRESENT: Donna Cooper – PMP
Lisa Marnet– PMP
Loudoun County Sheriff's Deputy Matt Harvey

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Board of Directors Meeting June 6, 2018:
Robert King **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting June 6, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: Sheriff's Deputy Matt Harvey and Board of Directors discussed general issues of concern within CountrySide, including speeding, cars left unlocked and graffiti. As of July 1, 2018 Loudoun County decals are no longer required, however vehicles must have up to date tags and inspection stickers.

GENERAL BUSINESS:

A. **OLD BUSINESS: None**
B. **NEW BUSINESS:**

ARCHITECTURAL ITEMS:
2017 Annual Inspection Violations:
Robert King **moved if corrective action is not taken by July 16, 2018 for 2017 ANNUAL Inspection Violations: (see attached spreadsheet) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective July 16, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by September 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.
Penny Francke seconded the motion. Motion passed unanimously.

Major Violations:
Robert King **moved if corrective action is not taken by July 31, 2018 for 2018 MAJOR Inspection Violations: (see attached spreadsheet) the Board agrees *"to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective July 31, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by September 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Kumar Sangaran seconded the motion. Motion carried unanimously.

Minor Violations:
Robert King moved **if corrective action is not taken by July 13, 2018 for MINOR violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective July 13, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1**. Penny Francke seconded the motion. Motion passed unanimously.

FINANCE:
Standard Payment Plan Account # 77420:
Robert King moved **that the Board of Directors approve the attached payment plan for account #77420. This is a standard Payment Plan**. Penny Francke seconded the motion. Motion passed unanimously.

Resolution #257 – Investment of Proprietary Funds:
Robert King **moved that the Board of Directors adopt Resolution #257, as amended and attached**. Ann Steingass seconded the motion. Motion passed unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS:

Community Relations Committee	June 7, 2018 Notes-No quorum, no official June Mtg
Design Review Committee	May 21, 2018
Facilities Committee	June 14, 2018
Finance Committee	June 19, 2018
Grounds Committee	June 20, 2018
Neighborhood Advisory Council	May 8, 2018

MANAGEMENT REPORTS:
Management Report
Financial Reports
Project List

EXECUTIVE SESSION:
Robert King moved **to enter into Executive Session.** Penny Francke seconded the motion. Motion passed unanimously. Executive Session Commenced at 7:48 pm. Robert King **moved to end Executive Session**. Penny Francke seconded the motion. Motion passed unanimously. Executive Session ended at 7:56 pm.

ADJOURN:
Robert King **moved to adjourn the meeting.** Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:05 PM.

Respectfully Submitted,

_____
Lisa Marnet – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, July 25, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
4 Residents

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Anne Steingass **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting June 27, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 4 Residents were in attendance. Items discussed: Architectural Application Appeals, Commercial Vehicle Parking, Complaint

GENERAL BUSINESS:

A. OLD BUSINESS: NONE
B. NEW BUSINESS:
6 Pidgeon Hill Drive-Addendum to Lease Agreement:
Tabled to August 1, 2018 Board of Directors Meeting

ARCHITECTURAL ITEMS:

Appeal DRC Application 70337-061218-2:
Kumar Sangaran moved that the Board of Directors overturn the DRC's decision on July 23, 2018 and approve Application 70337-061218-2. Rob Heckman seconded the motion with the amendment that approval is contingent upon approved doors being installed on the lower level. Votes for: 3. Votes opposed: Foxfield and Oakridge. Votes abstained: Oatlands. Motion Carried. One Resident present.

Appeal DRC Application 70192-052218:
Bob King moved that the Board of Directors overturn the DRC's decision on July 23, 2018 and approve Application 70192-052218. Votes for: 4. Votes opposed: Foxfield. Votes abstained: Morven. Motion carried. One Resident Present

Major Violations:
Bob King moved **"if corrective action is not taken by August 15, 2018 for 2018 MAJOR Inspection Violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective August 15, 2018, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by September 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents." Anne Steingass seconded the motion. Motion passed unanimously.

Minor Violations:

Bob King moved **"if corrective action is not taken by August 10, 2018 for MINOR violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective August 10, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1.** Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES: None
FINANCE: None
GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

Association Complaints RP06202018-01 and RP06202018-2:
Tabled to a future Board of Directors Meeting. Two Residents Present.

"Good News":
Presented.

COMMITTEE REPORTS:

Community Relations Committee	July 5, 2018
Design Review Committee	June 25, 2018
Facilities Committee	July 12, 2018
Neighborhood Advisory Council	Jun3 12, 2018

MANAGEMENT REPORTS:
Management Report
Financial Reports
Project List

EXECUTIVE SESSION:

Rob Heckman moved **to Enter into Executive Session.** Anne Steingass seconded the motion. Executive Session commenced at 8:40PM. Anne Steingass moved **to exit Executive Session**. Bob King seconded the motion. All in favor. Executive Session ended at 9:25PM.

ADJOURN:

Anne Steingass **moved to adjourn the meeting.** Bob King seconded the motion. Motion carried unanimously. The meeting adjourned at 9:26 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, August 1, 2018

BOARD MEMBERS PRESENT:	Dave Barrie – Oatlands
	Robert King – Belmont
	Anne Steingass – Foxfield
	Rob Heckman – Morven
	Penelope Francke – Oakridge
	Kumar Sangaran - Rokeby
BOARD MEMBERS ABSENT:	None
OTHERS PRESENT:	Donna Cooper – PMP
	Loretta deLamare– PMP
	Ed Thomas - PMP

CALL TO ORDER:

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting July 25, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: No Residents or guests were in attendance.

GENERAL BUSINESS:

A. **OLD BUSINESS:** None

B. **NEW BUSINESS:**

6 Pidgeon Hill Drive-Addendum to Lease Agreement: discussed in Executive Session. Directed PMP to move forward with negotiations and research options

ARCHITECTURAL ITEMS:

2017 Annual Inspection Violations: Bob King moved **if corrective action is not taken by August 17, 2018 for 2017 ANNUAL Inspection Violations account #69629, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective on a date to be determined and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
Additionally, if the violation is not corrected by September 14, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Minor Violations: Anne Steingass moved **if corrective action is not taken by August 17, 2018 for MINOR violations: (see attached list) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective August 17, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such

violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Rob Heckman seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE:

Standard Payment Plan Acct. # 71774: Bob King moved **that the Board of Directors approve the attached payment plan for account #71774. This is a standard Payment Plan**. Rob Heckman seconded the motion. Motion passed unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

Association Complaints RPO6202018-1 and RPO6202018-2: discussed in Executive Session. Robert King will respond in writing to the complainant.

COMMITTEE REPORTS:

Facilities Committee	July 12, 2018 revised
Finance Committee	July 17, 2018
Grounds Committee	July 18, 2018

MANAGEMENT REPORTS:

Management Report
Project List

EXECUTIVE SESSION:

Bob King moved **to enter into Executive Session**. Penny Francke seconded the motion. Executive Session commenced at 7:15 pm. Rob Heckman moved **to exit Executive Session**. Penny Francke seconded the motion. Executive Session ended at 9:45 pm.

ADJOURN:

Bob King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 9:45 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, August 22, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Residents in attendance - 5

CALL TO ORDER:
David Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Penny Francke **moved that the Board of Directors approve as written the August 1, 2018 minutes of the Board of Directors Meeting.** Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 5 Residents were in attendance. Items discussed: violations and common area landscape maintenance.

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Pidgeon Hill Drive – Letter of Intent: Bob King moved **that the Board of Directors accept the lease terms as indicated on the attached Letter of Intent from Summit Commercial Real Estate as agent for the owner(s) of 2 Pidgeon Hill Drive.** Rob Heckman seconded the motion. The motion passed unanimously.

Fall Fest Amusement/Services Entertainment Contract: Bob King moved **that the Board of Directors award the entertainment contract for the 2018 Annual Fall Fest Amusement and entertainment services to Talk of the Town. The amount shall not exceed $9000.00 and will be applied to GL 5312.** Rob Heckman seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:

2018 Annual Inspection Violation Account #71222 : Bob King **moved to grant an extension to September 7, 2018 for 2018 Annual Inspection Violation Account #71222**. Anne Steingass seconded the motion. 5 Votes For. Morven Abstained. Motion Carried. Resident was in attendance.

2018 Annual Inspection Violation Account #112536: Rob Heckman **moved to grant an extension to August 1, 2019 for 2018 Annual Inspection Violation Account #112536**. Kumar Sangaran seconded the motion. Motion passed unanimously. Resident was in attendance.

2018 Annual Inspection Violation Account #71464: Rob Heckman **moved to grant an extension to October 31, 2018 for 2018 Annual Inspection Violation Account #71464**. Kumar Sangaran seconded the motion. Motion passed unanimously. Resident was in attendance.

2018 Annual Inspection Violation Account #72974: Bob King **moved to grant an extension to August 30, 2018 for 2018 Annual Inspection Violation Account #72974**. Rob Heckman seconded the motion. Motion passed unanimously. Resident was in attendance.

2018 Annual Inspection Violations: Bob King **moved if corrective action is not taken by September 7, 2018 for 2018 ANNUAL Inspection Violations, see attached spreadsheet, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective on September 7, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
Additionally, if the violation is not corrected by October 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Major Violations: Rob Heckman moved **if corrective action is not taken by September 7, 2018 for 2018 MAJOR Inspection Violations; (see attached spreadsheet) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective September 7, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
Additionally, if the violation is not corrected by October 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Minor Violations: Bob King **moved if corrective action is not taken by August 31, 2018 for MINOR violations: (see attached list) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective August 31, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES:
Lindenwood Pool Filters: Penny Francke moved **that the Board of Directors award the contract for replacement of four main filters and the wading pool filter at Lindenwood pool to NVblu for a cost not to exceed $12,000. The cost of replacement filters will be applied to GL 9807.** Rob Heckman seconded the motion. Motion passed unanimously.

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

2015 Major Violations – Outstanding
Board Rulings – Tudor Townhouse Roofs
Hidden Lane Landfill:
Thank You Letter:

COMMITTEE REPORTS:

Community Relations Committee	August 2, 2018
Facilities Committee	August 9, 2018
Grounds Committee	August 15, 2018
Neighborhood Advisory Council	July 11, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION:

ADJOURN:

Bob King **moved to adjourn the meeting.** Kumar Sangaran seconded the motion. Motion carried unanimously. The meeting adjourned at 7:50PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, September 5, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Ed Thomas - PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:03 PM.

APPROVAL OF MEETING MINUTES:
Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting August 22, 2018.** Anne Steingass seconded the motion. Votes for: 5. Oakridge Abstained. Motion carried.

RESIDENTIAL PARTICIPATION/GUESTS: 2 Residents were in attendance. Items discussed: Parking and Violation.

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

2019 Election Committee: Bob King moved **that the Board of Directors establish a 2019 Election Committee in accordance with Resolution #120.** Kumar Sangaran seconded the motion. Motion passed unanimously.

November Board Meeting: Bob King moved **that the Board of Directors cancel the Board of Directors meeting scheduled for Wednesday, November 28, 2018.** Rob Heckman seconded the motion. Motion passed unanimously.

Lease Terms-2 Pidgeon Hill Drive: Bob King **moved that the Board of Directors enter into a lease agreement for 2 Pidgeon Hill Drive, Suite 560, Sterling VA commencing January 1, 2019. The term of the lease will be five years with a 5-year option.** Penny Francke seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:

2018 Annual Inspection Violations: Bob King moved **if corrective action is not taken by September 28, 2018 for 2018 ANNUAL Inspection Violations, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective on September 28, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by November 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents**. Rob Heckman seconded the motion. Motion passed unanimously.

Minor Violations: Bob King moved **if corrective action is not taken by September 14, 2018 for MINOR violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective September 14, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1**. Rob Heckman seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

2016 Major Violations-Outstanding
Morven Townhouse Parking
Resolutions 233, 234 and 262
Proposed Office Space Configuration

COMMITTEE REPORTS:

Design Review Committee	July 23, 2018
Finance Committee	August 21, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: Rob Heckman moved **that the Board of Directors enter into Executive Session.** Anne Steingass seconded the motion. Motion passed unanimously. Executive Session commenced at 7:59PM. Bob King moved **that the Board of Directors end Executive Session.** Rob Heckman seconded the motion. Motion passed unanimously. Executive Session ended at 9:00PM.

ADJOURN:

Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 9:01 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, September 26, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Catherine Neelley – PMP
Loretta deLamare– PMP
Lisa Marnet - PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Anne Steingass **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 5, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: Guest: Landon Linn was present as a boy scout for his Citizenship Merit Badge. 1 Resident was in attendance. Item discussed: Violation.

GENERAL BUSINESS:

A. **OLD BUSINESS:** None
B. **NEW BUSINESS:**

2109 Election Committee members: Bob King **moved that the Board of Directors appoint the following members to the 2019 Election Committee: Anne Steingass and Pat Bour. All are members in good standing**. Rob Heckman seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:
2018 Annual Inspection Violations: Bob King moved: **if corrective action is not taken by October 19, 2018 for 2018 ANNUAL Inspection Violations, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective on October 19, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
Additionally, if the violation is not corrected by November 15, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Penny Francke seconded the motion. Motion passed unanimously.
Minor Violations: Bob King moved **if corrective action is not taken by October 5, 2018 for MINOR violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective October 5, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Kumar Sangaran seconded the motion. Motion passed unanimously.

FACILITIES: None
FINANCE: None
GROUNDS: None
INFORMATION/DISCUSSION ITEMS:
Short Term Residential Rentals
Potomac River Crossing
2016 Major Violations - Outstanding
COMMITTEE REPORTS:

Community Relations Committee	September 6, 2018
Design Review Committee	August 27, 2018
Grounds Committee	September 19, 2018
Neighborhood Advisory Council	August 14, 2018

MANAGEMENT REPORTS:
Management Report
Financial Reports
Project List
EXECUTIVE SESSION: None

ADJOURN:
Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 7:55 PM.

Respectfully Submitted,

_____
Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, October 3, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Catherine Neelley - PMP
Loretta deLamare– PMP
Ed Thomas - PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 26, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: No Residents or guests were in attendance.

GENERAL BUSINESS:

A. **OLD BUSINESS: None**
B. **NEW BUSINESS:** 2019 Election Committee Members: No motion.

ARCHITECTURAL ITEMS:
2018 Annual Inspection Violations: Anne Steingass moved **if corrective action is not taken by October 26, 2018 for 2018 ANNUAL Inspection Violations, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective on October 26, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
Additionally, if the violation is not corrected by November 23, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Rob Heckman seconded the motion. Motion passed unanimously.

Minor Violations: Anne Steingass moved **if corrective action is not taken by October 12, 2018 for MINOR violations: (see attached list) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective October 12, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**
The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Rob Heckman seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE:

Morgan Stanley Investment Recommendation: Bob King moved **that the Board of Directors accept the Morgan Stanley recommendation to invest in two CD's as part of the investment ladder.** Penny Francke seconded the motion. Motion passed unanimously.

Townhouse Reserves Accounts CDs: Bob King moved **that the Board of Directors approve opening a Morgan Stanley account for Townhouse Reserves and invest approximately $170,000 in the maturing Ally Bank CD and the approximately $108,000 in the money market account at Vanguard in CDs in the new account.** Rob Heckman seconded the motion. Motion passed unanimously.

GROUNDS:

2019 Landscape Maintenance Contract: Anne Steingass moved **that the Board of Directors award the contract for 2019 Landscape maintenance services to BrightView Landscape Services, Inc. for an amount not to exceed $234,960.00. The cost will be applied to GL 6125.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

2019 Snow Removal Contract: Anne Steingass moved **that the Board of Directors award the Snow Removal Services contract to BrightView Landscape Services, Inc. for the period October 1, 2018 through September 30, 2019. Costs will be applied to GL 8540.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

2019 Tree Removal Contract: Anne Steingass moved **that the Board of Directors award the contract to BrightView Landscape Services Inc. for 2019 tree services as outlined in the attached proposal. The cost will be applied to GL 6128.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

Fall Turf Aeration: Anne Steingass moved **the Board of Directors award the contract for Turf Aeration to BrightView Landscape Services, Inc., proposal 6673864. The amount shall not to exceed $18,255 and will be charged to GL 6127.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

Fall Turf Overseeding: Anne Steingass moved **the Board of Directors award the contract for Turf Overseeding to BrightView Landscape Services, Inc., proposal 6673866. The amount shall not to exceed $6,790 and will be charged to GL 6127.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

Invasive Plant/Weed Clearing: Anne Steingass moved **the Board of Directors award the contract to remove invasive species to BrightView Landscape Maintenance, Inc. The amount shall not exceed $10,000 and will be charged to GL 6129.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

Tree and Shrub Replacement: Anne Steingass moved **the Board of Directors award the contract for Tree & Shrub replacements to BrightView Landscape Services, Inc., proposal 6706602. The amount shall not to exceed $7595.00 and will be charged to GL 6127.** Rob Heckman seconded the motion. Votes for: 5. Votes against: 0. Oakridge Abstained. Motion passed.

INFORMATION/DISCUSSION ITEMS:

Short Term Residential Rentals
2016 Major Violations Outstanding

COMMITTEE REPORTS:

Facilities Committee	September 20, 2018
Finance Committee	September 25, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: Bob King moved **to enter into Executive Session**. Rob Heckman seconded the motion. Motion passed. Executive Session commenced at 7:52 pm. Bob King moved **to end Executive Session**. Rob Heckman seconded the motion. Motion passed. Executive Session ended at 7:58 pm.

ADJOURN:

Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:00 PM.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, October 24, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Rob Heckman – Morven
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Catherine Neelley - PMP
Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet - PMP

CALL TO ORDER:

Dave Barrie called the meeting to order at 7:01 PM.

APPROVAL OF MEETING MINUTES:

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 3, 2018.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: No Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS: None
B. NEW BUSINESS: None

ARCHITECTURAL ITEMS:

2018 Annual Inspection Violations:

Bob King moved **if corrective action is not taken by November 16, 2018 for 2018 ANNUAL Inspection Violations, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective on October 26, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by December 15, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Rob Heckman seconded the motion. Motion passed unanimously.

Minor Violations:

Anne Steingass moved **if corrective action is not taken by November 2, 2018 for MINOR violations: the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective November 2, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1.** Bob King seconded the motion. Motion passed unanimously.

Major Violations:

Bob King moved **if corrective action is not taken by November 16, 2018 for Major Violations, the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment***

remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" **effective on October 26, 2018 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violation is not corrected by December 15, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.** Rob Heckman seconded the motion. Motion passed unanimously.

Amendment to Resolution 236 ARCHTECTURAL REVIEW PROCEDURES:

Bob King moved **that the Board of Directors adopt Resolution #236 as amended and attached with the exception that the time listed for office hours in Section 3b shall be struck.** Rob Heckman seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE:

2109 Common Driveway Assessment:

Bob King **moved that the Board of Directors adopt the 2019 Common Driveway Assessment, Resolution #280**. Penny Francke seconded the motion. Motion passed unanimously.

GROUNDS:

BrightView Entrance Improvements:

Anne Steingass moved **that the Board of Directors award a contract to BrightView Landscape Services Inc. for CountrySide Entrance Improvements as outlined in the attached proposal. The cost of $19,000.00 will be applied to GL 6127.** Votes for: 4. Oakridge abstained. Motion passed.

INFORMATION/DISCUSSION ITEMS:

Scan Project
Office Move Timeline
Air B n B Update
EPA Hidden Lane Landfill Meeting

COMMITTEE REPORTS:

Community Relations Committee	October 4, 2018
Design Review Committee	October 22, 2018
Facilities Committee	October 11, 2018
Grounds Committee	October 17, 2018
Neighborhood Advisory Council	October 9, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:

Bob King **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:20 pm.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, November 7, 2018

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby

BOARD MEMBERS ABSENT: Rob Heckman – Morven

OTHERS PRESENT: Donna Cooper – PMP
Lisa Marnet – PMP
Loretta deLamare - PMP
Residents - 2

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:02 pm.

APPROVAL OF MEETING MINUTES:
Anne Steingass **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 24, 2018.** Bob King seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 2 Residents were in attendance. Item discussed: Architectural Appeal

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

2019 Budget: Bob King moved **that the Board of Directors adopt the 2019 Annual Budget as written and attached.** Anne Steingass seconded the motion. Motion passed unanimously.

2019 Management Contract: Bob King moved **that the Board of Directors award the 2019 CountrySide management services contract to Property Management People, Inc. (PMP).** Penny Francke seconded the motion. Motion passed unanimously.

Community Guidelines Update for 2019: Anne Steingass moved **that the Board of Directors adopt the attached updates and revisions to be part of the 2019 CountrySide Community Guidelines.** Kumar Sangaran seconded the motion. Motion passed unanimously.

Amendment to Resolution 229-Collection of Assessments: Anne Steingass **moved that the Board of Directors adopt Resolution #229 as amended by Resolution #235 and as attached.** Penny Francke seconded the motion. Motion passed unanimously.

Amendment to Resolution 235-Architectural Violation Procedures: Anne Steingass moved **that the Board of Directors adopt Resolution #235 as amended and attached.** Bob King seconded the motion. Motion passed unanimously.

Copier Lease: Bob King **moved that the Board of Directors approve the proposal to lease a MPC4504SP Ricoh copier for 48 months, to be paid monthly in an approximately amount of $460.00. This is to be paid from GL 5132.** Anne Steingass seconded the motion. Motion passed unanimously.

Insurance: Bob King moved **that the Board of Directors accept the proposal from John Manougian Insurance Agency Inc for the following insurance coverages: Property, Commercial General Liability, Business**

Automobile, Inland Marine, Umbrella Liability & Fidelity Bond (Dishonesty) and the Hilb Group for D & O Insurance. Anne Steingass seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:

Appeal of DRC Decision for Application #79553-092518: Penny Francke moved **that the Board of Directors uphold the DRC's decision on October 22, 2018 and deny Application $79553-092518.** Anne Steingass seconded the motion. Motion passed unanimously. 2 Residents were in attendance.

FACILITIES:

2019 Pool Management Contract: Penny Francke moved **that the Board of Directors award the 2019 Pool Management Contract to Titan Pools & Spa. The cost will be charged to GL7500.** Anne Steingass seconded the motion. Votes for: 4. Belmont opposed. Motion passed.

Replacement Truck Purchase: Penny Francke moved **that the Board of Directors approve the purchase of a 2018 Nissan NV200 Van to replace the 2007 Chevrolet Colorado. The cost is not to exceed $24,000.00 and will be applied to Reserve GL9551.** Anne Steingass seconded the motion. Motion passed unanimously.

FINANCE: None

GROUNDS:

2019 Trash, Recycling, and Yard Waste Removal Contract: Anne Steingass moved **that the Board of Directors exercise the first-year contract option with Republic Services of Virginia, L.L.C, AAA Recycling and Trash Removal Services for trash, recycling, and yard waste removal services in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2019 through December 31, 2019. All other provisions of the agreement will remain in full force and effect.** Penny Francke seconded the motion. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS: Air BnB update

COMMITTEE REPORTS:

Community Relations Committee	November 1, 2018
Facilities Committee	November 5, 2018
Finance Committee	October 16, 2018
HPR	October 10, 2018

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: Anne Steingass moved **to enter into Executive Session**. Penny Francke seconded the motion. Motion passed unanimously. Executive Session commenced at 7:22 pm. Anne Steingass moved **to exit Executive Session**. Penny Francke seconded the motion. Motion passed unanimously. Executive Session ended at 7:26 pm. Confidential information discussed in Executive Session.

ADJOURN:

Anne Steingass **moved to adjourn the meeting.** Bob King seconded the motion. Motion carried unanimously. The meeting adjourned at 8:00pm.

Respectfully Submitted,

_____

Loretta deLamare – Recording Secretary