

**COUNTRYSIDE PROPRIETARY  
BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, January 6, 2021**

**BOARD MEMBERS PRESENT:**

Dave Barrie – Oatlands  
Robert King – Belmont  
Penelope Francke – Oakridge  
Fredrik Wallin – Welbourne  
Roddy Dean – Morven  
Greg Haren – Foxfield

**BOARD MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Catherine Neelley – PMP  
Ed Thomas – PMP  
Alicia McKenna-Graves– PMP

**CALL TO ORDER:**

Catherine Neelley called the meeting to order at 7:06 PM.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**ELECTION OF OFFICERS:**

**2021 Board President**

Roddy Dean moved that the Board of Directors elect Dave Barrie as the President of the CountrySide Proprietary Board of Directors for 2021. Fredrik Wallin seconded the motion. Motion carried unanimously.

**2021 Board Vice President**

Roddy Dean moved that the Board of Directors elect Penny Francke as the Vice President of the CountrySide Proprietary Board of Directors for 2021. Fredrik Wallin seconded the motion. Five voted for the motion. Oatlands voted against the motion. Motion carried.

**2021 Board Secretary**

Penny Francke moved that the Board of Directors elect Fredrik Wallin as the Secretary of the CountrySide Proprietary Board of Directors for 2021. Roddy Dean seconded the motion. Five voted for the motion. Welbourne abstained from the motion. Motion carried.

**2021 Board Treasurer**

Penny Francke moved that the Board of Directors elect Bob King as the Treasurer of the CountrySide Proprietary Board of Directors for 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**ADHOC HORSEPEN RUN COMMITTEE**

**Resolution #260 as Amended**

Bob King moved that the Board of Directors adopt Resolution #260, as amended, and to extend the term of the Horsepen Run Ad Hoc Committee to December 31, 2021. Penny Francke seconded the motion. Motion carried unanimously.

**ELECTION OF COMMITTEE CHAIRPERSONS/LIAISONS:**

**2021 CRC Committee Chairperson**

No motion made.

**2021 DRC Liaison**

Dave Barrie moved that the Board of Directors elect Roddy Dean as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for 2021. Fredrik Wallin seconded the motion. Roddy Dean declined the nomination.

Greg Haren moved that the Board of Directors elect Greg Haren as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for 2021. Penny Francke seconded the motion. Motion carried unanimously.

**2021 Facilities Committee Chairperson**

Roddy Dean moved that the Board of Directors elect Penny Francke as the Chairperson of the CountrySide Proprietary Facilities Committee for 2021. Fredrik Wallin seconded the motion. Morven, Oakridge, and Welbourne voted for the motion. Belmont, Foxfield and Oatlands voted against the motion. Motion did not carry.

Dave Barrie moved that the Board of Directors elect Greg Haren as the Chairperson of the CountrySide Proprietary Facilities Committee for 2021. Bob King seconded the motion. Belmont, Foxfield, and Oatlands voted for the motion. Rokeby and Welbourne voted against the motion. Oakridge abstained from the motion. Motion carried.

**2021 Finance Committee Chairperson**

Greg Haren moved that the Board of Directors elect Bob King as the Chairperson of the CountrySide Proprietary Finance Committee for 2021. Penny Francke seconded the motion. Five voted for the motion. Morven abstained from the motion. Motion carried.

**2021 Grounds Committee Chairperson**

Penny Francke moved that the Board of Directors elect Fredrik Wallin as the Chairperson for the CountrySide Proprietary Grounds Committee for 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**2021 NAC Liaison**

Roddy Dean moved that the Board of Directors elect Dave Barrie as the Neighborhood Advisory Council Liaison to the CountrySide Proprietary Board of Directors for 2021. Dave Barrie declined the nomination.

Fredrik Wallin moved that the Board of Directors elect Roddy Dean as the Neighborhood Advisory Council Liaison to the CountrySide Proprietary Board of Directors for 2021. Roddy Dean declined the nomination.

Bob King moved that the Board of Directors elect Pat Bour and Jeff Kretsch as the Neighborhood Advisory Council Liaisons to the CountrySide Proprietary Board of Directors for 2021. Greg Haren seconded the motion. Motion carried unanimously.

**2021 Horsepen Run Adhoc Committee Chairperson**

Roddy Dean moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Horsepen Run Adhoc Committee for 2021. Greg Haren seconded the motion. Motion carried unanimously.

**Election of Members to Serve on 2021 Neighborhood Advisory Council**

Penny Francke moved that the following members be elected to the Neighborhood Advisory Council for 2021:

**Belmont: Tim Shaw, Art Rodriguez, Barbara O'Connor, Louis Kaiser, Inge Nystrom**

**Foxfield: Elizabeth McMahon, Gretchen Hamm, Scott Simon**

**Morven: Brenda Koontz, Jonathan Breslow, David Torres, Linda Lurie, Molly Murphy**

**Oakridge: Mike Sziede, Deblyn Flack, Brynn Hunt, Traci Medlock, Julie Young**

**Oatlands: Allyson Roach, Pouya Hojjat, Willie Griffin, Thomas Simmons**

**Rokeby: Pat Bour, Yolanda Brooks, Diane Bohn, Jim Krips**

**Welbourne: Diane Blunt**

All are CountrySide members in good-standing. Bob King seconded the motion. Motion carried unanimously.

**2021 DRC Appointments**

Greg Haren moved that the Board of Directors appoint the following members to serve on the 2021 Design Review Committee:

Belmont: Rodney Collins

Foxfield: Vacant

Morven: Will Vigil

Oakridge: Roy Weidner

Oatlands: Sarah Wertz

Rokeby: Abdul Alqassab

Welbourne: Vacant

All are CountrySide members in good-standing. Roddy Dean seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 1 Residents were in attendance. Items discussed: None

**ADJOURN:**

Bob King moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 7:52 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, January 27, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**EXECUTIVE SESSION:**

**APPROVAL OF MEETING MINUTES:**

Bob King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting November 4, 2020. Roddy Dean seconded the motion. Motion carried unanimously.

Bob King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 06, 2021. Greg Haren seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 5 Residents were in attendance. Items discussed:

- Violations
- Committee Appointments

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**Appointment of a Director to the Board of Directors for the Rokeby Neighborhood**

Penny Francke moved that the Board of Directors appoint Albert Zangrilli to represent the Rokeby Neighborhood on the CountrySide Proprietary Board of Directors for 2021, effective immediately. Bob King seconded the motion. Motion carried unanimously.

**2021 Board Secretary**

Penny Francke moved that the Board of Directors elect Roddy Dean as the Secretary of the CountrySide Proprietary Board of Directors for 2021. Bob King seconded the motion. Five voted for the motion, Morven abstained from the motion. Motion carried.

**2021 Grounds Committee Chairperson**

Bob King moved that the Board of Directors elect Al Zangrilli as the Chairperson of the CountrySide Proprietary Grounds Committee for 2021. Roddy Dean seconded the motion. Five voted for the motion, Rokeby abstained from the motion. Motion carried.

**2021 CRC Committee Chairperson**

Greg Haren moved that the Board of Directors elect Penny Francke as the Chairperson of the CountrySide Proprietary Community Relations Committee for 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**Election of Members to serve on the 2021 Neighborhood Advisory Council**

Penny Francke moved the following members be elected to the Neighborhood Advisory Council for 2021:

Oatlands – Brad Butcher

Rokeby – Charles Robinson

Both are CountrySide members in good-standing. Roddy Dean seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**2021 DRC Appointments**

Penny Francke moved that the Board of Directors appoint the following member to serve on the 2021 Design Review Committee:

Foxfield – Lorraine Gunzerath

Is a CountrySide member in good-standing. Al Zangrilli seconded the motion. Motion carried unanimously.

**Board of Directors Extension for Account 69770**

Bob King moved that the Board of Directors grant an extension to June 30, 2021 to have work completed for Account 69770. Penny Francke seconded the motion. Motion carried unanimously.

**Minor Violations**

Bob King moved if corrective action is not taken by February 4, 2021 for MINOR violations, 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"* effective February 5, 2021.

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. Greg Haren seconded the motion. Motion carried unanimously.

**Major Violations**

Al Zangrilli moved if corrective action is not taken by February 11, 2021 for this Major violation 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 February 12, 2021, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by March 1, 2021 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 carried unanimously.

**Major Long-Standing Violations**

Greg Haren moved if corrective action is not taken by February 11, 2021 for this Major violation 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 February 12, 2021, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by March 1, 2021 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 carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUND:** None

**INFORMATION/DISCUSSION ITEMS:**

- LCPS Safe Routes to School Survey

**COMMITTEE REPORTS:**

Design Review Committee	November 23, 2020
Facilities Committee	November 12, 2020
Grounds Committee	November 18, 2020
Neighborhood Advisory Council	November 10, 2020

**MANAGEMENT REPORTS:**

Management Report  
Project List

**ADJOURN:**

Bob King moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 8:10 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary





**COUNTRYSIDE PROPRIETARY  
BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, February 3, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

**CALL TO ORDER:**  
Dave Barrie called the meeting to order at 6:00 PM.

**EXECUTIVE SESSION:**  
The Board of Directors entered Executive Session at 6:01 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

No action was taken in Executive Session.

The Board exited Executive Session at 7:00 PM and reconvened in open session at 7:04 PM.

**APPROVAL OF MEETING MINUTES:**  
Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 27, 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 3 Residents were in attendance. Items discussed:

- Drainage Issues
- Violation Extension
- Board Meeting Agenda Order

**Board Agenda Reorder – Motion 1**

Greg Haren moved that the Board of Directors adjust the agenda to put any confidential issues to the earliest possible position that still allows residents to participate in the rest of the meeting and allow full video participation at the beginning of the meeting. Al Zangrilli seconded the motion. Rokeby and Oakridge voted for the motion. Oatlands, Morven, and Belmont voted against the motion. Foxfield abstained from the motion. Motion did not carry.

**Board Agenda Reorder – Motion 2**

Penny Francke moved that the Board of Directors adjust the arrangement of the agenda to front load confidential information and have the Board agree to resume general information when non-confidential participants or dial-ins to the Board meeting join. Al Zangrilli seconded the motion.

Penny Francke amended the motion to read **I move that the Board of Directors adjust its agenda to front load confidential information to be covered between 6:45 and 7:15 PM. General Board**

business, starting with the minute approvals, and encompassing everything else that of a non-confidential nature to start at 7:15 PM, and audio participation only from those that are not Board members dialing in. Al Zangrilli seconded the motion. Motion withdrawn.

Bob King suggested no changes to the Board Agenda order and as such no motion was needed. The Board agreed.

**GENERAL BUSINESS:**

**A. OLD BUSINESS: None**

**B. NEW BUSINESS:**

**Reserve Advisors Reserve Study**

Bob King moved that the Board of Directors accept the Reserve Advisor's Reserve Study Spreadsheets for CountrySide Proprietary. Roddy Dean seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Account #70468 Violation Extension**

Penny Francke moved that the Board of Directors grant an extension to Account #70468 for a Major Violation until June 15, 2021. Al Zangrilli seconded the motion. Five voted for the motion. Belmont voted against the motion. Motion carried.

**Minor Violations**

Bob King moved if corrective action is not taken by February 18, 2021 for MINOR violations 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"* effective February 19, 2021.

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 carried unanimously.

**Major Violations**

Penny Francke moved if corrective action is not taken by February 18, 2021 for this Major violation 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 February 19, 2021, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by March 1, 2021 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 carried unanimously.

**Major Long Standing Violations**

Greg Haren moved if corrective action is not taken by February 18, 2021 for this Major violation 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 February 19, 2021, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by March 1, 2021 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 carried unanimously.

**FACILITIES:** None

**FINANCE:**

**Non Standard Payment Plan Account #70633**

Bob King moved that the Board of Directors approve the Non-Standard Payment Plan for Account #70633.

Al Zangrilli seconded the motion. Motion carried unanimously.

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:**

The Board President reminded any requests for action or direction to PMP staff should come through the committee chairperson only, not committee members.

**Homeowner Drainage Complaint**

Roddy Dean moved that the Board of Directors take this matter into consideration for the next Board of Directors Executive Session, to allow further discussion and to give Board members the opportunity to view the drainage issues in person. Penny Francke seconded the motion. Motion carried unanimously

**COMMITTEE REPORTS:** None

**MANAGEMENT REPORTS:**

Project List

**ADJOURN:**

Bob King moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 9:42 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic**  
Wednesday, February 24, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

**CALL TO ORDER:**  
Dave Barrie called the meeting to order at 6:00 PM.

**EXECUTIVE SESSION:**

Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider contracts and pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda. Bob seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 6:04 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 7:02 PM.

**APPROVAL OF MEETING MINUTES:**

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 3, 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 4 Residents were in attendance. Items discussed:

- DRC Appeal

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS:

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Decision, Application #68168-69523**

Bob King moved that the Board of Directors overturn the DRC's decision on January 21, 2021 and approve application #68168-69523. Al Zangrilli seconded the motion. Motion carried unanimously.

**Minor Violations**

Penny Francke moved if corrective action is not taken by March 5, 2021 for MINOR violations 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"* effective March 6, 2021.

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 carried unanimously.

**FACILITIES:**

**Tennis Court Restoration, Color Coat & Crack Repair**

Greg Haren moved that the Board of Directors award the 2021 contract for the Tennis Court Restoration, Color Coat & Crack Repair to Sport Systems for a total cost NTE \$70,000.00. Cost to be applied to GL 9552. The FAC unanimously voted to recommend that the Board award the contract to Sport Systems. Bob King seconded the motion. Motion carried unanimously.

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:**

Facilities Committee	February 11, 2021
Finance Committee	February 16, 2021
Grounds Committee	February 17, 2021

- Penny Francke made a note requesting Committee Minutes reflect which Committee members are present at the meetings in person versus virtually. All Board members were in agreement.

**MANAGEMENT REPORTS:**

- Management Report
- Financial Reports
- Project List

**EXECUTIVE SESSION:**

Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider contracts and pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda. Bob King seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 7:30 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 8:27 PM.

**ADJOURN:**

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously.  
The meeting adjourned at 8:28 PM.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Alicia McKenna-Graves".

Alicia McKenna-Graves – Recording Secretary





**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, March 3, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Robert King – Belmont  
Penelope Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** Greg Haren - Foxfield

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**EXECUTIVE SESSION:** None

**APPROVAL OF MEETING MINUTES:**  
Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 24, 2021. Bob King seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 6 Residents were in attendance. Items discussed:  
**Drainage 5 Meskill Ct**  
Roddy Dean moved that the Board of Directors take no action on the drainage issue located at 5 Meskill Court. There was no determination that drainage issues were the cause of or that a violation could have been issued to 7 Meskill Court. Al Zangrilli seconded the motion. Motion carried unanimously.

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS: None

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Application #68379-108342 – Screened Porch**  
Al Zangrilli moved that the Board of Directors overturn the DRC's decision on February 22, 2021 and approve application #68379-108342, contingent upon compliance with details provided in the February 22, 2021 email. Penny Francke seconded the motion. Motion carried unanimously.

**Appeal of Minor Violation #71820 – Commercial Vehicle**  
Rodd Dean moved that the Board of Directors uphold Violation #71820 for a commercial vehicle. Penny Francke seconded the motion. Oatlands, Oakridge, and Morven voted for the motion. Rokeby and Belmont voted against the motion. Motion carried.

**Minor Violations**

Penny Francke moved if corrective action is not taken by March 12, 2021 for MINOR violations 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*" effective March 13, 2021.

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. Roddy Dean seconded the motion. Motion carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:** None

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**ADJOURN:**

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:02 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, March 24, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

**CALL TO ORDER:**  
Dave Barrie called the meeting to order at 6:04 PM.

**EXECUTIVE SESSION:**  
Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda. Al Zangrilli seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 6:05 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 6:59 PM.

**APPROVAL OF MEETING MINUTES:**  
Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 3, 2021. Al Zangrilli seconded the motion. Motion carried unanimously.

**Approval of Board of Directors Executive Session Meeting Minutes March 8, 2021**  
Penny Francke moved that the Board of Directors approve as written minutes of the Board of Directors Executive Session Meeting March 8, 2021. Al Zangrilli seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 1 Residents were in attendance. Items discussed: None

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS:

**Election of Member to serve on 2021 Neighborhood Advisory Council**

Al Zangrilli moved Janet Callum be elected to the Rokeby Neighborhood Advisory Council for 2021. Ms. Callum is a member in good standing. Roddy Dean seconded the motion. Motion carried unanimously.

**Visitor Parking Management**

No motion made

**Letter to Supervisor Briskman: "Watch for Children" signs on Mucklehany**

Penny Francke moved that the Board of Supervisors approve sending the letter regarding "Watch for Children" signs contained in the March 24, 2021 Board packet to Supervisor Juli Briskman. Roddy Dean seconded the motion. Oatlands and Rokeby voted for the motion. Belmont, Foxfield, and Morven voted against the motion. Oakridge abstained from the motion. Motion failed.

**Letter Requesting LCDOT Traffic Study**

Al Zangrilli moved that the Board of Directors approve sending the letter contained in the Board packet requesting LCDOT conduct traffic Study at the intersection of Algonkian Pkwy and CountrySide Blvd to evaluate possible installation of a right hand turn lane. Bob King seconded the motion. Motion carried unanimously.

**Survey of Rokeby Residents**

Al Zangrilli moved that the Board of Directors approve a resident survey, as contained in the March 24, 2021 meeting packet, in Rokeby Ridge and Morven Woods pertaining to pedestrian and vehicular safety. Greg Haren seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Decision Application #68294-71238 – Awning**

Al Zangrilli moved that the Board of Directors uphold the DRC's decision on February 22, 2021 and deny application #68294-71238. Greg Haren seconded the motion. Motion withdrawn.

**2<sup>nd</sup> Motion:** Al Zangrilli moved that the Board of Directors overturn the DRC's decision on February 22, 2021 and approve application #68294-71238. Penny Francke seconded the motion. Foxfield, Oakridge and Rokeby voted for the motion. Belmont, Morven and Oatlands voted against the motion. Motion failed.

**Final Motion:** Penny Francke moved that the Board of Directors uphold the DRC's decision on February 22, 2021 and deny application #68294-71238. Al Zangrilli seconded the motion. Belmont, Morven, Oakridge and Oatlands voted for the motion. Foxfield and Rokeby voted against the motion. Motion carried.

**Minor Violations**

Bob King moved if corrective action is not taken by April 2, 2021 for MINOR violations 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*" effective April 3, 2021.

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. Greg Haren seconded the motion. Motion carried unanimously.

**FACILITIES:**

**Lindenwood and Parkway Roof Replacements**

Greg Haren moved that the Board of Directors award the bid for the replacement of the Lindenwood and Parkway clubhouse roofs to Arocon for a cost NTE \$41,000.00. Cost to be applied to GL's 9590 and 9817. The FAC unanimously recommended awarding the contract to Arocon. Al Zangrilli seconded the motion. Motion carried unanimously.

**FINANCE:** None

**GROUNDS:**

**2021 Townhouse Street Sweeping**

Al Zangrilli moved that the Board of Directors award the contract for Street Sweeping in the Townhouse communities to BrightView for an amount NTE \$5,209.20. Cost to be applied to GL 8556. Penny Francke seconded the motion. Motion carried unanimously.

**INFORMATION/DISCUSSION ITEMS:**

- Change in Courier Committee Responsibilities Description

**COMMITTEE REPORTS:**

Community Relations Committee	March 4, 2021 (Pulled for revision)
HPR	March 10, 2021
Neighborhood Advisory Council	February 9, 2021

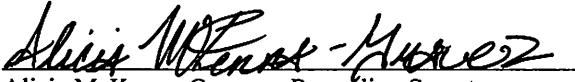
**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**ADJOURN:**

Bob King moved to adjourn the meeting. Greg Haren seconded the motion. Motion carried unanimously. The meeting adjourned at 8:30 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, April 7, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**APPROVAL OF MEETING MINUTES:**  
Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 24, 2021. Bob King seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 6 Residents were in attendance. Items discussed:  
- DRC Appeal  
- Air BnB Rentals  
- Violation Extension

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS:

**Reserve Advisors Reserve Study**

Bob King moved that the Board of Directors accept the Reserve Study prepared by Reserve Advisors for CountrySide Proprietary. Roddy Dean seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Decision Application #68651-118608 – Arbor**

Greg Haren moved that the Board of Directors overturn the DRC's decision on March 22, 2021 and approve application #68651-118608. Bob King seconded the motion. Belmont, Foxfield and Oakridge voted for the motion. Oatlands voted against the motion. Morven abstained from the motion. Motion carried.

**Minor Violations**

Bob King moved if corrective action is not taken by April 16, 2021 for MINOR violations 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*" effective April 17, 2021.

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. Roddy Dean seconded the motion. Motion carried unanimously.

**Major Violations**

No motion made as all violations resolved before motion.

**Major Violation Extension**

Greg Haren moved that the Board of Directors grant an extension for Violation #108932 until May 31<sup>st</sup>, 2021. Al Zangrilli seconded the motion. Motion carried unanimously.

**FACILITIES:**

**Tennis DNA Pilot Program**

Greg Haren moved that the Board of Directors approve authorization for Tennis DNA to hold instructional tennis classes on 2 dedicated CountrySide courts between the hours of 8:00 am-noon on days TBD, provided they submit proof of liability insurance of \$6 million, adding CountrySide as an additional insured & that they provide evidence of background checks for all coaches. This authorization is for a pilot program that will be scheduled to complete by the end of July. Tennis DNA agrees to return 10% of all resident registration fees and 15% of nonresident registration fees to the Proprietary in compensation for the use of the courts. Al Zangrilli seconded the motion. Motion carried unanimously.

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:**

Community Relations Committee	March 4, 2021
Design Review Committee	February 22, 2021
Finance Committee	March 16, 2021

**MANAGEMENT REPORTS:**

Project List

**EXECUTIVE SESSION:**

Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda. Al Zangrilli seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 8:23 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

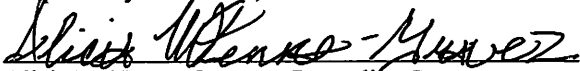
No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 9:26 PM.

**ADJOURN:**

Bob King moved to adjourn the meeting. Greg Haren seconded the motion. Motion carried unanimously. The meeting adjourned at 9:27 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recordifg Secretary

CountrySide Proprietary

April 7, 2021

2 of 2



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**  
Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, April 28, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli - Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**APPROVAL OF MEETING MINUTES:**  
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting April 7, 2021. Bob King seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 15 Residents were in attendance. Items discussed:  
- Short Term Rentals

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS:

**Letter Requesting Installation of Sidewalks and Crosswalks in CountrySide**

Al Zangrilli moved that the Board of Directors approve sending the letter contained in the packet requesting the installation of missing sidewalks and crosswalks to ensure contiguous, safe pedestrian infrastructure in Countryside. Bob King seconded the motion. Penny Francke amended the motion to request verbiage to suggest to the County that we would like to be involved in further discussions as to the County's recommended solutions. Motion carried unanimously.

**Letter Requesting Radar Speed Sign**

Al Zangrilli moved that the Board of Directors approve sending the letter contained in the packet requesting the temporary installation of a radar speed sign on Minor Rd and Mucklehany Ln. Greg Haren seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Clean-up Violation #293743 – Dumping on Common Ground**

Penny Francke moved that since Violation #293743 has not been corrected that the Board of Directors engage Brightview or PMP staff to remove the brush pile on the common area and assess the cost to Account #71347. Greg Haren seconded the motion. Motion carried unanimously.

**Minor Violations**

Penny Francke moved if corrective action is not taken by May 7, 2021 for MINOR violations 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"* effective May 8, 2021.

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. Greg Haren seconded the motion. Motion carried unanimously.

**FACILITIES:**

**2021 Pool Rules and Regulations**

Greg Haren moved that the Board of Directors approve the 2021 Pool Rules and Regulations as revised and included in the April 28, 2021 Board packet. Al Zangrilli seconded the motion. Motion carried unanimously.

**FINANCE:**

**Payment Plan Request for Account #118771**

Bob King moved that the Board of Directors approve the payment plan for Account #118771. This is a Standard Payment Plan. Penny Francke seconded the motion. Motion carried unanimously.

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:**

Community Relations Committee April 1, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**EXECUTIVE SESSION:**

Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda. Roddy Dean seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 8:09 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 8:56 PM

**ADJOURN:**

Bob King moved to adjourn the meeting. Greg Haren seconded the motion. Motion carried unanimously. The meeting adjourned at 8:57 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic**  
Wednesday, May 05, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Bob King – Belmont  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**EXECUTIVE SESSION:**

**APPROVAL OF MEETING MINUTES:**

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting April 28, 2021. Bob King seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 4 Residents were in attendance. Items discussed:

- Short Term Rentals
- Welbourne Board Member Election

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**Election to the Board of Directors for the Welbourne Neighborhood**

Bob King moved that the Board of Directors appoint **Fredrik Wallin** to represent the Welbourne Neighborhood on the CountrySide Proprietary Board of Directors for 2021, effective immediately. He is a CountrySide property owner in good standing and has met the requirements for appointment to the Board of Directors. Penny Francke seconded the motion. Belmont and Oakridge voted for the motion. Foxfield, Morven, Oatlands and Rokeby voted against the motion. Motion failed.

**Second Motion**

Greg Haren moved that the Board of Directors appoint **Sam Wilson** to represent the Welbourne Neighborhood on the CountrySide Proprietary Board of Directors for 2021, effective immediately. He is a CountrySide property owner in good standing and has met the requirements for appointment to the Board of Directors. Roddy Dean seconded the motion. Foxfield, Morven, Oatlands & Rokeby voted for the motion. Belmont and Oakridge voted against the motion. Motion carried.

**ARCHITECTURAL ITEMS:**

**Minor Violations**

Greg Haren moved if corrective action is not taken by May 14, 2021 for MINOR violations 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” effective May 15, 2021.*

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 carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUND:**

**Fungicide Treatment of Cherry Trees**

Al Zangrilli moved that the Board of Directors approve the \$5,121.08 BrightView proposal to apply a fungicide treatment to the 75 Cherry trees in the median areas of Algonkian Parkway to treat for “Shot-Hole Disease”. Cost to be applied to GL 6127. The Grounds Committee unanimously approved this request. Penny Francke seconded the motion. Motion withdrawn.

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:**

Design Review Committee	March 22, 2021
Facilities Committee	April 8, 2021
Finance Committee	April 20, 2021
Neighborhood Advisory Council	March 9, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**ADJOURN:**

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:56 PM.

Respectfully Submitted,

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Alicia McKenna-Graves – Recording Secretary





**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic**  
Wednesday, May 19, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli – Rokeby  
Sam Wilson - Welbourne

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Erin Gilmore– PMP

**CALL TO ORDER:**  
Dave Barrie called the meeting to order at 7:04 PM.

**APPROVAL OF MEETING MINUTES:**  
Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting May 5, 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 7 Residents were in attendance. Items discussed:

- Short term rentals

**GENERAL BUSINESS:**

**A. OLD BUSINESS: None**

**B. NEW BUSINESS:**

**Election to the Board of Directors for the Belmont Neighborhood**

Penny Francke moved that the Board of Directors appoint Philip Gorman to represent the Belmont Neighborhood on the CountrySide Proprietary Board of Directors for 2021, effective immediately. He is a CountrySide property owner in good standing and has met the requirements for appointment to the Board of Directors. Al Zangrilli seconded the motion. Motion carried unanimously.

**2021 Board Treasurer**

Greg Haren moved that the Board of Directors elect Dave Barrie as the Treasurer of the CountrySide Proprietary Board of Directors for the remainder of 2021. Roddy Dean seconded the motion. 5 voted for the motion. 1 voted against the motion. Motion carried.

**2021 Facilities Committee Chairperson**

Greg Haren moved that the Board of Directors elect Sam Wilson as the Chairperson of the CountrySide Proprietary Facilities Committee for the remainder of 2021. Penny Francke seconded the motion. Motion carried unanimously.

**2020 Annual Audited Financial Statements & Independent Auditors Report**

Roddy Dean moved that the Board of Directors accept the 2020 CountrySide Proprietary Annual Audit/ Independent Auditors Report performed by Malvin Riggins & Co. Penny Francke seconded the motion. 5 voted for the motion. 2 abstained from the motion. Motion carried.

**Suspension of 2021 Amenities Privileges**

Roddy Dean 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 May 29, 2021 and shall apply until the following accounts complied with maintenance requests and/or have no unpaid assessments. Penny Francke seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Minor Violations**

Penny Francke moved if corrective action is not taken by May 28, 2021 for MINOR violations 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*" effective May 29, 2021.

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. Roddy Dean seconded the motion. Motion carried unanimously.

**FACILITIES:**

**2021 Pool Rules and Regulations – Revised**

Greg Haren moved that the Board of Directors approve the 2021 Pool Rules and Regulations as revised and included in the May 19, 2021 Board packet. Al Zangrilli seconded the motion. Motion carried unanimously.

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:**

Community Relations Committee	May 6, 2021
HPR	May 12, 2021
Neighborhood Advisory Council	April 13, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**EXECUTIVE SESSION:** None

**ADJOURN:**

Al Zangrilli moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 9:05 PM.

Respectfully Submitted,

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Erin Gilmore – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic**  
Wednesday, June 2, 2021

**BOARD MEMBERS PRESENT:**

Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne  
Phil Gorman – Belmont

**BOARD MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP  
Ed Thomas – PMP  
Juli Briskman – Algonkian District Supervisor  
Zach Harris – Briskman Assistant  
Steve Torpy – Loudoun County Parks, Recreation & Community Services  
Director  
Mark Novak – Loudoun County Chief Park Planner

**CALL TO ORDER:**

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

**RESIDENTIAL PARTICIPATION/GUESTS:** 58 Residents were in attendance. Items discussed:

- Supervisor Briskman discussed her goals pertaining to the Algonkian District including the CountrySide and Cascades shopping centers, Trail connectivity with the Potomac Heritage Trail, Askegrens Lane and Hidden Lane land development, and Short Term Rentals.
- Amenities Suspensions
- DRC Appeals
- Resale Disclosure Packet procedures

**GENERAL BUSINESS:**

**A. OLD BUSINESS: None**

**B. NEW BUSINESS:**

**Suspension of 2021 Amenities Privileges**

Greg Haren 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 5, 2021 and shall apply until the following accounts complied with maintenance requests and/or have no unpaid assessments. Penny Francke seconded the motion. Motion carried unanimously.

**Election of Member to serve on 2021 Neighborhood Advisory Council**

Sam Wilson moved that Dan Castan be elected to the Welbourne Neighborhood Advisory Council for 2021. Mr. Castan is a CountrySide member in good-standing. Greg Haren seconded the motion. Motion carried unanimously.

**2021 Finance Committee Chairperson**

Penny Francke moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Finance Committee for 2021. Roddy Dean seconded the motion. Motion carried unanimously.

**Loudoun County Government Report on Impacts of Re-Zoning on CountrySide**

Sam Wilson moved that the Board of Directors solicit a paid report from Loudoun County Government’s zoning division to assess the impacts of re-zoning CountrySide to fall under Loudoun County’s 1993 zoning ordinance at a cost NTE \$400. Greg Haren seconded the motion. Penny Francke amended the motion to read: **I move that the Board of Directors solicit a quotation for a report from Loudoun County Government’s zoning division to assess the impacts of re-zoning CountrySide to fall under Loudoun County’s 1993 zoning ordinance.** 5 voted for the motion. 2 voted against the motion. Motion carried.

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Decision Application #69541-69451 – Roof**

Sam Wilson moved that the Board of Directors overturn the DRC’s decision on May 24, 2021 and approve application #69541-69451. Al Zangrilli seconded the motion. 4 voted for the motion. 3 voted against the motion. Motion carried.

**Appeal of DRC Decision Application #69747-70183 – Deck**

Greg Haren moved that the Board of Directors overturn the DRC’s decision on May 24, 2021 and approve application #69747-70183. Al Zangrilli seconded the motion. Motion carried unanimously.

**Minor Violations**

Greg Haren moved if corrective action is not taken by June 11, 2021 for MINOR violations 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"* effective June 12, 2021.

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 carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:**

Finance Committee	May 18, 2021
Grounds Committee	April 21,2021

**MANAGEMENT REPORTS:**

Project List

**EXECUTIVE SESSION:**

Penny Francke stated **Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda.** Greg Haren seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 9:45 PM.

**Section 55-510.1 C of the Virginia Property Owners' Association Act provides:**

**No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.**

The Board exited Executive Session and reconvened in open session at 10:38 PM.

**ADJOURN:**

Roddy Dean **moved to adjourn the meeting.** Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 10:39 PM.

Respectfully Submitted,

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Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic**  
Wednesday, June 23, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Greg Haren – Foxfield  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne

**BOARD MEMBERS ABSENT:** Phil Gorman - Belmont

**OTHERS PRESENT:** Catherine Neelley – PMP  
Alicia McKenna-Graves– PMP

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

**APPROVAL OF MEETING MINUTES:**  
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting May 19, 2021. Penny Francke seconded the motion. Motion carried unanimously.

Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting June 2, 2021. Penny Francke seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 5 Residents were in attendance. Items discussed:

- Short Term Rentals
- DRC Application Appeal
- Hidden Lane Landfill, Askegrens Lane Land Development

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**Resolution #285 – Procedures Relating to Virtual Board, Committee, and Annual Meetings**

Penny Francke moved that the Board of Directors adopt Resolution #285 – Procedures Relating to Virtual Board, Committee, and Annual Meetings as written. Sam Wilson seconded the motion. Motion carried unanimously.

**Loudoun County Government Report on impacts of re-zoning on CountrySide**

Sam Wilson moved that the Board of Directors solicit a paid report from Loudoun County Government's zoning division to assess the impacts of re-zoning CountrySide to fall under Loudoun County's 1993 zoning ordinance, at a cost NTE \$500.00. Cost to be charged to GL 5221. Al Zangrilli seconded the motion. 4 (Welbourne, Rokeby, Oatlands, Foxfield) voted for the motion. 1 (Morven) voted against the motion. 1 (Oakridge) abstained from the motion. Motion carried.

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Contingent Approval Application #69729-125946 – Solar Panels**

Sam Wilson moved that the Board of Directors uphold the DRC's decision on May 24, 2021 and deny application #69729-125946. Roddy Dean seconded the motion. 2 (Morven, Oatlands) voted for the motion. 3 (Rokeby, Oakridge, Foxfield) voted against the motion. 1 (Welbourne) abstained from the motion. Motion failed.

Greg Haren moved that the Board of Directors overturn the DRC's decision on May 24, 2021 and approve application #69729-125946. Al Zangrilli seconded the motion. Motion carried unanimously.



**Appeal of DRC Denial Application #69797-132999 – Shed**

Al Zangrilli moved that the Board of Directors overturn the DRC's decision on May 24, 2021 and approve application #69797-132999. Motion failed.

Roddy Dean moved that the Board of Directors uphold the DRC's decision on May 24, 2021 and deny application #69797-132999. Penny Francke seconded the motion. 4 (Morven, Oakridge, Oatlands, Welbourne) voted for the motion. 1 (Rokeby) voted against the motion. 1 (Foxfield) abstained from the motion. Motion carried.

**FACILITIES:**

**2021 Pool Rules and Regulations – Revised**

Motion withdrawn by Facilities Chairperson

**Resumption of Parkway Room and Pool Rentals**

Motion withdrawn by Facilities Chairperson

**FINANCE:**

**Non Standard Payment Plan, Account 71740**

Roddy Dean moved that the Board of Directors approve the Non-Standard Payment Plan for Account #71740. Penny Francke seconded the motion. Motion carried unanimously.

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:**

Community Relations Committee	June 3, 2021
Design Review Committee	May 24, 2021
Facilities Committee	May 13, 2021
Finance Committee	June 15, 2021
HPR	May 11, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**EXECUTIVE SESSION:**

Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda. Roddy Dean seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 8:52 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 9:14 PM.

**ADJOURN:**

Roddy Dean moved to adjourn the meeting. Sam Wilson seconded the motion. Motion carried unanimously.  
The meeting adjourned at 9:15 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, August 25, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne  
Phil Gorman – Belmont  
Sheryl Rader - Foxfield

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**EXECUTIVE SESSION:** None

**APPROVAL OF MEETING MINUTES:**  
Sam Wilson moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting July 28, 2021. Penny Francke seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 8 Residents were in attendance. Items discussed:

- DRC Appeals
- Short Term Rentals
- Town Hall Meeting
- Solar Panels

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**Election to the Board of Directors for the Foxfield Neighborhood**

Roddy Dean moved that the Board of Directors appoint Sheryl Rader to represent the Foxfield Neighborhood on the CountrySide Proprietary Board of Directors for 2021, effective immediately. She is a CountrySide property owner in good standing and has met the requirements for appointment to the Board of Directors. Penny Francke seconded the motion. Morven, Oakridge, and Oatlands voted for the motion. Belmont, Rokeby, and Welbourne abstained from the motion. The meeting was paused while PMP staff researched Robert's Rules of Order to confirm the outcome of a vote where there are three yes vote and three abstentions. Since an abstention is considered a choice not to cast a vote, the three yes votes prevail. Motion carried.

**Suspension of 2021 Amenities Privileges**

Penny Francke 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 August 28, 2021 and shall apply until the following accounts have complied with maintenance requests and/or have no unpaid assessments. Sam Wilson

seconded the motion. Welbourne, Rokeby, Oatlands, Oakridge, Foxfield and Belmont voted for the motion. Morven was absent. Motion carried.

**2021 DRC Liaison**

Penny Francke moved that the Board of Directors elect Roddy Dean as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for the remainder of 2021. Sam Wilson seconded the motion. Oakridge, Oatlands, Foxfield, Rokeby, Belmont and Welbourne voted for the motion. Morven abstained from the motion. Motion carried.

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Denial Application #70374-71217 – Shed**

Phil Gorman moved that the Board of Directors overturn the DRC's decision on July 26, 2021 and approve application #70374-71217, with the understanding that shrubbery will be placed to obstruct the view of the shed. Penny Francke seconded the motion. Welbourne, Rokeby, Oatlands, Oakridge, and Belmont voted for the motion. Morven abstained from the motion. Motion carried.

**Appeal of DRC Denial Application #70671-132999 – Shed**

Penny Francke moved that the Board of Directors uphold the DRC's decision on July 26, 2021 and deny application #70671-132999. Roddy Dean seconded the motion. Morven, Oakridge, and Oatlands voted for the motion. Belmont, Rokeby, and Welbourne voted against the motion. Split vote, motion failed.

Al Zangrilli moved that the Board of Directors overturn the DRC's decision on July 26, 2021 and approve application #70671-132999. Phil Gorman seconded the motion. Belmont, Rokeby, and Welbourne voted for the motion. Morven, Oakridge and Oatlands voted against the motion. Split vote, motion failed.

Ruling to remain as voted upon at the June 23, 2021 Board of Directors meeting.

**Minor Violations**

Penny Francke moved if corrective action is not taken by September 3, 2021 for MINOR violations 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*" effective September 4, 2021.

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. Sam Wilson seconded the motion. Motion carried unanimously.

**Annual Inspection Violations**

Sam Wilson moved if corrective action is not taken by September 10, 2021 for 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 September 11, 2021, 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, 2021 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. Sheryl Rader seconded the motion. Motion carried unanimously.

**Revision of 2021 CountrySide Community Guidelines – Solar Panels**

Motion withdrawn and sent back to DRC committee.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:**

**Asphalt and Trail Services**

Roddy Dean moved that the Board of Directors award the bid for 2021 paving services on the townhouse streets, townhouse curb repairs and asphalt trail repairs to NVM Paving at a total cost of \$287,454.00.

Cost to be applied:

GL9554 (Street Repairs)                      \$248,877.00

(Includes bid price of \$223,877.00 plus a \$25,000 Overage to cover unforeseen repairs that might be revealed after milling)

GL9557 (Curbs and Gutters)              \$12,489.00

GL9558 (Asphalt Trails)                    \$26,088.00

The Grounds Committee unanimously recommended approval. Although staff was unable to find a third vendor to submit a qualified bid for the services, NVM was selected and satisfactorily performed paving services in 2020 and was the lowest bid. Sam Wilson seconded the motion. Motion carried unanimously.

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:**

Community Relations Committee	August 5, 2021 & August 18, 2021
Facilities Committee	July 12, 2021
Finance Committee	August 17, 2021
Grounds Committee	July 18, 2021
HPR	August 11, 2021
Neighborhood Advisory Council	July 13, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**ADJOURN:**

Penny Francke moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 9:27 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY  
BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, September 1, 2021**

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli – Rokeby  
Phil Gorman – Belmont  
Sheryl Rader - Foxfield

**BOARD MEMBERS ABSENT:** Sam Wilson – Welbourne

**OTHERS PRESENT:** Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**APPROVAL OF MEETING MINUTES:**  
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting August 25, 2021. Phil Gorman seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 7 Residents were in attendance. Items discussed:

- DRC Extension
- DRC Appeal
- Short Term Rentals
- Town Hall Meeting

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS: None

**ARCHITECTURAL ITEMS:**

**Request for Extension, Major Violation #69803**

Penny Francke moved that the Board of Directors **approve** request for an extension to account #69803 for Major Violations dated June 17,2021 until August 31, 2022 to correct and complete the work necessary for abatement of all maintenance requests noted in above referenced violation.

*If the violation is not corrected by August 31, 2022 the Board of Directors 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" in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).*

Additionally, 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. Al Zangrilli seconded the motion.

Sheryl Rader amended the motion to read **I move that the Board of Directors approve request for an extension to account #69803 for Major Violations dated June 17,2021 until June 30, 2022 to correct and**



complete the work necessary for abatement of all maintenance requests noted in above referenced violation.

If the violation is not corrected by June 30, 2022 the Board of Directors 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*" in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, 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. Belmont, Foxfield, Oakridge, Oatlands, and Rokeby voted for the motion. Morven abstained from the motion. Motion carried.

**Appeal of DRC Denial, Application #70950-114859 – Shed**

Al Zangrilli moved that the Board of Directors overturn the DRC's decision on July 26, 2021 and approve application #70950-114859 contingent upon the homeowners obscure the sightline from the street with shrubs or bushes planted. Penny Francke seconded the motion. Motion carried unanimously.

**Minor Violations**

Penny Francke moved if corrective action is not taken by September 10, 2021 for MINOR violations 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*" effective September 11, 2021.

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. Roddy Dean seconded the motion. Motion carried unanimously.

**Annual Inspection Violations**

Penny Francke moved if corrective action is not taken by September 17, 2021 for 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 September 18, 2021, 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, 2021 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. Phil Gorman seconded the motion. Motion carried unanimously.

**Revision of 2021 CountrySide Community Guidelines – Townhouse Roofs**

Roddy Dean moved that the Board of Directors adopt the attached update and revision to the Townhouse Roof guidelines of the 2021 CountrySide Community Guidelines. Penny Francke seconded the motion. Belmont, Foxfield, Morven, Oakridge, Oatlands, and Rokeby voted for the motion. Welbourne was absent. Motion carried.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:**

Design Review Committee

July 26, 2021

**MANAGEMENT REPORTS:**

Management Report

Financial Reports

Project List

**EXECUTIVE SESSION: None**

**ADJOURN:**

Roddy Dean moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously.  
The meeting adjourned at 7:53 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY  
BOARD OF DIRECTORS MEETING**

**Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, September 22, 2021**

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne  
Phil Gorman – Belmont  
Sheryl Rader - Foxfield

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Ed Thomas – PMP  
Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

**CALL TO ORDER:**  
Dave Barrie called the meeting to order at 7:05 PM.

**APPROVAL OF MEETING MINUTES:**  
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 1, 2021. Penny Francke seconded the motion. Oatlands, Oakridge, Morven, Foxfield, Belmont & Rokeby voted for the motion. Welbourne abstained from the motion. Motion carried.

**RESIDENTIAL PARTICIPATION/GUESTS:** 7 Residents were in attendance. Items discussed:  
- Short Term Rentals

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**Distribution of Board Meeting GoToMeeting Information**

Sam Wilson moved that the Board of Directors direct our property management provider, PMP, to automatically provide call-in access credentials for every board of directors meeting to all residents via email. Access credentials must be provided a minimum of 24 hours in advance of each meeting. *Motion was seconded, later determined to be by a resident and not a Board member. Motion was invalid.*

*Sam Wilson made two amendments to the motion, neither carried, before making a final amendment to read:*

Sam Wilson moved that the Board of Directors direct our property management provider, PMP, to investigate and compile a report to be delivered to the Board, no later than December 31<sup>st</sup>, 2021 with all the costs and steps required to provide virtual meeting login access credentials to all property owners of CountrySide via email, at a minimum of 24 hours in advanced of each meeting. Penny Francke amended the motion to include procedures “to be implemented in 2022”. Roddy Dean seconded the motion. Motion carried unanimously.

**Establish 2022 Election Committee and Appointments to the 2022 Election Committee**

Penny Francke moved that the Board of Directors establish a 2022 Election Committee and appoint the following members to the 2022 Election Committee:

- Patricia Bour
- Jeff Kretsch

Both are members in good standing. Sheryl Rader seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Minor Violations**

Sam Wilson moved if corrective action is not taken by October 1, 2021 for MINOR violations 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"* effective October 2, 2021.

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 carried unanimously.

**Major Violations**

Penny Francke moved if corrective action is not taken by October 8, 2021 for this Major violation 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 9, 2021, 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, 2021 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. Sam Wilson seconded the motion. Motion carried unanimously.

**Annual Inspection Violations**

Sam Wilson moved if corrective action is not taken by October 8, 2021 for 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 October 9, 2021, 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, 2021 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 carried unanimously.

**Amendment to 2021 Approved CountrySide Community Guidelines – Townhouse Roofs**

Roddy Dean moved that the Board of Directors approve the amended the Townhouse Roof guidelines as contained in the September 22, 2021 Board meeting packet. Penny Francke seconded the motion. Motion carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:**

Community Relations Committee  
Neighborhood Advisory Council

September 2, 2021  
August 10, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**EXECUTIVE SESSION:**

Penny Francke stated **Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda.** Sam Wilson seconded the motion. Morven, Belmont, Oakridge, Oatlands, Welbourne and Rokeby voted for the motion. Foxfield was absent. Motion carried. The Board of Directors entered into Executive Session at 8:30 PM.

**Section 55-510.1 C of the Virginia Property Owners' Association Act provides:**

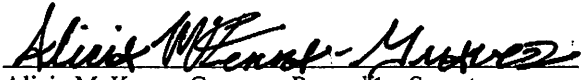
**No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.**

The Board exited Executive Session and reconvened in open session at 10:21 PM.

**ADJOURN:**

Roddy Dean moved to adjourn the meeting. Sam Wilson seconded the motion. Motion carried unanimously. The meeting adjourned at 10:22 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, October 6, 2021

**BOARD MEMBERS PRESENT:**

Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne  
Phil Gorman – Belmont  
Sheryl Rader - Foxfield

**BOARD MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

**CALL TO ORDER:**

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

**APPROVAL OF MEETING MINUTES:**

Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 22, 2021. Penny Francke seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 12 Residents were in attendance. Items discussed:

- Short Term Rentals
- Oakridge Pond concerns

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS: None

**ARCHITECTURAL ITEMS:**

**Annual Inspection Violations**

Penny Francke moved if corrective action is not taken by October 22, 2021 for 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 October 23, 2021, 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, 2021 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. Roddy Dean seconded the motion. Motion carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:**

**Letter to DEQ Re: Oakridge Pond**

Al Zangrilli moved that the Board of Directors approve sending the letter contained in the October 6, 2021 meeting packet to DEQ requesting a site visit to assess the condition of the Oakridge Pond. Penny Francke seconded the motion. Motion carried unanimously.



**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:** None

**MANAGEMENT REPORTS:**

Project List

**EXECUTIVE SESSION:**

Penny Francke stated **Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda.** Sam Wilson seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 8:45 PM.

**Section 55-510.1 C of the Virginia Property Owners' Association Act provides:**

**No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.**

The Board exited Executive Session and reconvened in open session at \_\_\_\_ PM.

**ADJOURN:**

Penny Francke moved to adjourn the meeting. Sam Wilson seconded the motion. Motion carried unanimously. The meeting adjourned at 11:07 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary



**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, October 27, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne  
Phil Gorman – Belmont  
Sheryl Rader - Foxfield

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Clark Massie – Tetra Corp., President  
Dave McElhaney – Urban Engineering  
John Regan – Christopher Companies, President  
Tushar Anwar – Transportation Consultant  
Kim Dondero – Tetra Corp. Associate  
Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**APPROVAL OF MEETING MINUTES:**  
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 6, 2021. Penny Francke seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 6 Residents were in attendance. Items discussed:  
- Presentation Re: Proposed Askegren / Hidden Lane Property Development  
- Short Term Rentals  
- Town Hall Meeting

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**CountrySide Survey**

Sam Wilson moved that the Board of Directors hire an independent contractor or consultant to conduct a survey of all CountrySide residents at a cost not to exceed \$2500.00, in order to obtain feedback from residents on the proposed amendments to CountrySide's founding documents including short-term rental restrictions, our current design review committee processes and restrictions, as well as other aspects of our community and governing committee's to be determined through the scope review process after the contractor is selected.

The contractor selection and fully executed contract will be finalized no later than November 30<sup>th</sup>, 2021, with the finalized survey sent out no later than December 15<sup>th</sup> and the survey period ending on December 30<sup>th</sup>, 2021. Phil Gorman seconded the motion.

Dave Barrie amended the motion to read "I move that the Board of Directors hire an independent contractor or consultant to conduct a survey of all CountrySide residents at a cost not to exceed \$2500.00, in order to obtain feedback from residents on the proposed amendments to CountrySide's founding documents including short-term rental restrictions, ~~our current design~~

~~review committee processes and restrictions, as well as other aspects of our community and governing committee's~~ to be determined through the scope review process after the contractor is selected.

The contractor selection and fully executed contract will be finalized no later than November 30<sup>th</sup>, 2021, with the finalized survey sent out no later than December 15<sup>th</sup> and the survey period ending on December 30<sup>th</sup>, 2021.

Sam Wilson made the final amendment to read "I move that the Board of Directors hire an independent contractor or consultant to conduct a survey of all CountrySide residents at a cost not to exceed \$2500.00, in order to obtain feedback from residents on the proposed amendments to CountrySide's founding documents including short-term rental restrictions, our current design review committee processes and restrictions, as well as other aspects of our community and governing committee's to be determined through the scope review process after the contractor is selected *and confirms they can meet the deadline.*"

The contractor selection and fully executed contract will be finalized *by the Board* no later than *January 1st, 2022*, with the finalized survey sent out no later than *January 31st, 2022* and the survey period ending on *February 15th, 2022*. Sheryl Rader seconded the motion. Belmont, Foxfield, Morven, Oakridge, Rokeby and Welbourne voted for the motion. Oatlands voted against the motion. Motion carried.

#### CountrySide Annual Meeting

Sam Wilson moved that the Board of Directors schedule and hold an annual meeting of the members, with options for residents to attend in-person or virtually, on Saturday, November 20<sup>th</sup> at 8:00 PM.

Our property manager, PMP, will post the announcement on the home page of the CountrySide website and notify residents via email on 10/28/21, with two additional email reminders sent on 11/12/21 and 11/19/21. Al Zangrilli seconded the motion. *Motion was withdrawn due to conflict with existing CountrySide controlling documents.*

#### Amendment to Resolution 285

Sam Wilson moved that the Countryside Board of Directors adopt Resolution 285, as amended, "Procedures Relating to Virtual Board, Committee, and Annual Meetings".

Amended resolution 285 is amended with only to following sections noted as changed. All other original verbiages to remain:

#### Section I -

Subsection A: *The Board of Directors meetings shall be conducted either virtually or in-person, with virtual attendance made available to any resident upon written request received a minimum of 24 hours in advance of the beginning of a board meeting.*

Subsection B: The Board shall determine the virtual place for Board and Committee meetings by way of a virtual platform. All notices of Board and/or Committee meetings will advise Owners of the means and methods for participating in the meeting *virtually*. The platform will allow all Owners to hear *and see* the open session proceedings, substantially concurrent with the proceedings.

Subsection D: If the Board decides to conduct a meeting *virtually*, there will be no physical meeting location and the location of the meeting will be virtual *only*.

#### II: Membership Meetings

##### A. Membership Meeting Location

a: All membership meetings of the Association, including, but not limited to the annual meeting, shall be held *either virtually or in-person, with virtual attendance made available to any resident upon written request received a minimum of 24 hours in advance of the beginning of a meeting.*

b: The Board shall determine the virtual platform for an annual meeting by way of a virtual platform or other electronic means. All notices of annual meetings will advise Owners of the means and methods for participating in the meeting *virtually*. The platform will allow all Owners to hear *and see* the proceedings, substantially concurrent with the proceedings.

d: If the Board decides to conduct a meeting virtually, there will be no physical meeting location and the location of the meeting will be virtual only.

#### B. Nominations

a. A call for candidates will be mailed *electronically, or a hard copy mailed via standard postal service if requested by an owner in writing, prior to the notice of the annual meeting*. Anyone interested in serving on the Board of Directors may submit their candidacy for consideration by the members.

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*The effective date of this Resolution shall be October 27, 2021. On October 27, 2021, this Resolution shall supersede and replace all prior resolutions regarding virtual meetings.* Phil Gorman seconded the motion. Welbourne voted for the motion. Morven, Oakridge and Oatlands voted against the motion. Foxfield, Belmont and Rokeby abstained from the motion. Motion did not carry.

#### Extension of Deadline for Petitions of Candidacy

Sam Wilson moved that the board of directors extend the petition for candidacy deadline to October 29th, 2021. Per Resolution 285, Section II Membership Meeting, Subsection B-b.

#### B. Nominations

- a. A call for candidates will be mailed prior to the notice of the annual meeting. Anyone interested in serving on the Board of Directors may submit their candidacy for consideration by the members.
- b. All candidacy statements must be received by the date and time and in the format specified in the call for candidates or any subsequent deadline if extended by the Board. Candidates who timely submit their statements and otherwise qualify will have their statements mailed with the notice of the annual meeting and their names placed on mail-in ballot. Late submissions will not be accepted.
- c. Nominations will not be taken from the floor at the meeting.

Al Zangrilli seconded the motion. Rokeby and Welbourne voted for the motion. Belmont, Foxfield, Morven, Oakridge and Oatlands voted against the motion. Motion did not carry.

#### ARCHITECTURAL ITEMS:

##### Minor Violations

Penny Francke moved if corrective action is not taken by November 5, 2021 for MINOR violations 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*" effective November 6, 2021.

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. Sheryl Rader seconded the motion. Motion carried unanimously.

**FACILITIES:**

**2022 Pool Management Agreement**

Sam Wilson moved that the Board of Directors approve the first option year of the Pool Management Agreement with High Sierra Pools at the agreed cost of \$201,600.00. Cost to be applied to GL 7500. The Facilities Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

**FINANCE:**

**Resolution #286 – 2022 Common Driveway Assessment**

Roddy Dean moved that the Board of Directors adopt the 2022 Common Driveway Assessment, Resolution #286 as written. The Finance Committee voted unanimously to recommend approval. Sheryl Rader seconded the motion. Motion carried unanimously.

**GROUNDS:**

**2022 Turf Aeration**

Al Zangrilli moved that the Board of Directors approve the BrightView \$11,735.36 proposal for turf aeration of the common turf areas. Cost to be applied to GL 6127. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

**2022 Turf Restoration**

Al Zangrilli moved that the Board of Directors approve the BrightView \$8718.43 proposal to perform turf restorations at all stump grind areas. Cost to be applied to GL 6127. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

**2022 Land Services Agreement**

Al Zangrilli moved the Board of Directors award the 2022 Agreement for Land Services to Advantage Landscapes for the proposed cost of \$256,680.00. This amount includes the base agreement price of \$240,960.00 plus a one-time cost price of \$15,720.00 to clean all underdrain trail drainage pipes prior to the assumption of the agreement. Cost to be applied to GL 6125. The Grounds Committee unanimously recommends approval. Phil Gorman seconded the motion. Motion carried unanimously.

**2022 Tree Services Agreement**

Al Zangrilli moved that the Board of Directors award the 2022 Agreement for Tree Removal Services to Advantage Landscapes for the proposed daily rate of \$2,495.00 for a full day service or \$1,870.00 for ½ day service. Costs to be applied to GL's 6128, 6154, and 8571, as budgeted. The Grounds Committee unanimously recommends approval. Sam Wilson seconded the motion. Motion carried unanimously.

**2022 Snow Removal Agreement**

Al Zangrilli moved that the Board of Directors award the 2022 Agreement for Snow Removal Services to Advantage Landscapes for the proposed rates as attached. Costs to be applied to GL's 8540 and 6140, as budgeted. The Grounds Committee unanimously recommends approval. Sam Wilson seconded the motion. Motion carried unanimously.

**2022 Trash, Recycling, and Yard Waste Agreement**

Al Zangrilli moved that the Board of Directors exercise the first option year of the Trash, Recycling and Yard Waste Agreement with AAA/Republic Services at the agreed cost of \$589,620.48. Cost to be applied to GL's 6145 and 8545. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion "contingent upon Al circling back to the Grounds Committee and assuming they have no objections". Motion carried unanimously.

**INFORMATION/DISCUSSION ITEMS: None**

**COMMITTEE REPORTS:**

Community Relations Committee	October 7, 2021
Facilities Committee	August 12, 2021 & September 21, 2021
Finance Committee	October 19, 2021
Grounds Committee	August 18, 2021 & September 23, 2021
HPR	October 13, 2021
Neighborhood Advisory Council	September 14, 2021

**MANAGEMENT REPORTS:**

Management Report  
Financial Reports  
Project List

**EXECUTIVE SESSION:**

Penny Francke stated **Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda.** Sam Wilson seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 9:50 PM.

**Section 55-510.1 C of the Virginia Property Owners' Association Act provides:**

**No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.**

The Board exited Executive Session and reconvened in open session at 10:37 PM.

**ADJOURN:**

Penny Francke moved to adjourn the meeting. Sam Wilson seconded the motion. Motion carried unanimously. The meeting adjourned at 10:38 PM.

Respectfully Submitted,

  
Alicia McKenna-Graves – Recording Secretary





**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**

Go To Meeting Remote Meeting Due to COVID-19 Pandemic  
Wednesday, November 3, 2021

**BOARD MEMBERS PRESENT:** Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Al Zangrilli – Rokeby  
Sam Wilson – Welbourne  
Phil Gorman – Belmont

**BOARD MEMBERS ABSENT:** Sheryl Rader - Foxfield

**OTHERS PRESENT:** Ed Thomas – PMP  
Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves– PMP

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

**APPROVAL OF MEETING MINUTES:**  
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 27, 2021. Penny Francke seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 6 Residents were in attendance. Items discussed:  
- Short Term Rentals  
- DRC Guidelines

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None.

**B. NEW BUSINESS:**

**2022 Budget**

Penny Francke moved that the Board of Directors adopt the 2022 Annual Budget as written and included in the Board packet. Phil Gorman seconded the motion. Motion carried unanimously.

**2022 Management Contract**

Sam Wilson moved that the Board of Directors exercise the second year option for the 2022 CountrySide Management Services contract with Property Management People, Inc. (PMP) at the agreed cost of \$634,226.00. Cost to be applied to GL's 5210 & 5215. Roddy Dean seconded the motion. Rokeby, Oatlands, Oakridge, Morven and Belmont voted for the motion. Welbourne abstained from the motion. Foxfield was absent. Motion carried.

**2022 Proprietary Insurance**

Penny Francke moved that the Board of Directors accepted the attached proposal from John Manougian Insurance Agency Inc for the following insurance coverages: Property/Commercial General Liability, Umbrella Liability, Directors and Officers, Crime (Dishonesty), Excess Crime (Dishonesty), Community Association Volunteer Accident. Roddy Dean seconded the motion. Belmont, Morven, Oakridge, Oatlands, Rokeby, and Welbourne voted for the motion. Foxfield was absent. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**CountrySide Community Guidelines Updates and Revisions for 2022**

Roddy Dean moved that the Board of Directors adopt the attached updates and revisions to be part of the 2022 CountrySide Community Guidelines. Penny Francke seconded the motion.

After discussion, Roddy amended the motion to read I move that the Board of Directors adopt the attached updates and revisions to be part of the 2022 CountrySide Community Guidelines, with the exception of the section for lattice work color, to be returned to the DRC and NAC for rework. Penny Francke seconded the motion. Oakridge, Morven, Belmont, Oatlands, Rokeby, and Welbourne voted for the motion. Foxfield was absent. Motion carried unanimously.

**FACILITIES:** None

**FINANCE:** None

**GROUNDS:** None

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:** None

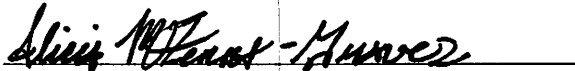
**MANAGEMENT REPORTS:** None

**EXECUTIVE SESSION:** None

**ADJOURN:**

Penny Francke moved to adjourn the meeting. Al Zangrilli seconded the motion. Motion carried unanimously. The meeting adjourned at 7:25 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary