

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, January 8, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welborne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

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

CALL TO ORDER:
Catherine Neelley called the meeting to order at 7 PM.

RESIDENTIAL PARTICIPATION/GUESTS: 1 Resident was in attendance. Items discussed:
- Foxfield community concerns

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

a. Election of Officers

- i. **President:** Bob King moved that the Board of Directors elect Dave Barrie as the President of the CountrySide Proprietary Board of Directors for 2020. Penny Francke seconded the motion. Motion passed unanimously.
- ii. **Vice President:** Fredrik Wallin moved that the Board of Directors elect Penny Francke as the Vice President of the CountrySide Proprietary Board of Directors for 2020. Kumar Sangaran seconded the motion. Motion passed unanimously.
- iii. **Secretary:** Fredrik Wallin moved that the Board of Directors elect Kumar Sangaran as the Secretary of the CountrySide Proprietary Board of Directors for 2020. Penny Francke seconded the motion. Motion passed unanimously.
- iv. **Treasurer:** Penny Francke moved that the Board of Directors elect Bob King as the Treasurer of the CountrySide Proprietary Board of Directors for 2020. Roddy Dean seconded the motion. Motion passed unanimously.

b. **Ad-Hoc Horsepen Run Committee:** Penny Francke 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, 2020. Fredrik Wallin seconded the motion. Motion passed unanimously.

c. **Election of Committee Chairpersons/ Liaisons**

- i. **Community Relations Committee Chairperson:** Kumar Sangaran moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Community Relations Committee for 2020. Penny Francke seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- ii. **Design Review Committee Board Liaison:** Penny Francke moved that the Board of Directors elect Kumar Sangaran as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for 2020. Fredrik Wallin seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- iii. **Facilities Committee Chairperson:** Fredrik Wallin moved that the Board of Directors elect Penny Francke as the Chairperson of the CountrySide Proprietary Facilities Committee for 2020. Kumar Sangaran seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.

- iv. **Finance Committee Chairperson:** Penny Francke moved that the Board of Directors elect Bob King as the Chairperson of the CountrySide Proprietary Finance Committee for 2020. Fredrik Wallin seconded the motion. Motion passed unanimously.
 - v. **Grounds Committee Chairperson:** Kumar Sangaran moved that the Board of Directors elect Fredrik Wallin as the Chairperson of the CountrySide Proprietary Grounds Committee for 2020. Penny Francke seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
 - vi. **NAC Committee Liaison:** Bob King moved that the Board of Directors elect Jeff Kretsch and Pat Bour as the Neighborhood Advisory Council Liaison to the CountrySide Proprietary Board of Directors for 2020. Penny Francke seconded the motion. Motion passed unanimously.
 - vii. **Horsepen Run Adhoc Committee Chairperson:** Kumar Sangaran moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Horsepen Run Adhoc Committee for 2020. Fredrik Wallin seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- d. **Neighborhood Advisory Council Elections:** Penny Francke moved the following members be elected to the Neighborhood Advisory Council for 2020:
- Belmont:** Tim Shaw, Art Rodriguez, Barbara O'Connor, Louis Kaiser, Inge Nystrom
 - Foxfield:** Elizabeth McMahon, Sean Mascara
 - Morven:** Brenda Koontz, Jonathan Breslow, David Torres
 - Oakridge:** Mike Sziede, Deblyn Flack, Brynn Hunt, Traci Medlock
 - Oatlands:** Courtney Hasbrouck, Allyson Roach
 - Rokeby:** Pat Bour, Yolanda Brooks, Denise Moldover, Diane Bohn, James Krips
 - Welbourne:** Diane Blunt, Nicole Rossi
- All are CountrySide members in good standing.**
Fredrik Wallin seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- e. **Design Review Committee Appointments:** Penny Francke moved that the Board of Directors appoint the following members to serve on the 2020 Design Review Committee:
- Belmont:** Rodney Collins
 - Foxfield:** Lisa Viafore
 - Morven:** Will Vigil
 - Oakridge:** Roy Weidner
 - Oatlands:** Sarah Wertz
 - Rokeby:** Abdul Alqassab
 - Welbourne:** Gustavo Rey
- All are members in good standing.**
Kumar Sangaran seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.

ARCHITECTURAL ITEMS: None

FACILITIES: None

FINANCE: None

GROUND: None

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS: None

MANAGEMENT REPORTS: None

EXECUTIVE SESSION: None

ADJOURN:

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 7:37 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, January 22, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welborne

BOARD MEMBERS ABSENT: Roddy Dean - Morven

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

CALL TO ORDER:
Dave Barrie called the meeting to order 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 November 6, 2019. Fredrik Wallin seconded the motion. Motion carried unanimously.

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 8, 2020. Kumar Sangaran seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 9 Residents were in attendance. Items discussed:

- Coupon Books
- NAC Members
- Violations

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Election of Members to serve on the 2020 Neighborhood Advisory Council

Bob King moved the following members be elected to the Neighborhood Advisory Council for 2020:

Foxfield: Scott Simon
Morven: Fahim Ahmed
Linda Lurie
Oatlands: Thomas Simmons
Pouya Hojjat
Willie H. Griffin

All are CountrySide members in good standing. Penny Francke seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:

Appeal of DRC Decision Application #105882-103019

Fredrik Wallin moved that the Board of Directors uphold the DRC's decision on November 19, 2019 and deny application #105882-103019 with a 90 day extension for the removal of the shed in violation. Penny Francke seconded the motion. Motion passed unanimously.

Minor Violations

Bob King moved if corrective action is not taken by January 31, 2020 for MINOR violations: (see attached list) 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 1, 2020.

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

2019 Annual Inspection Violation Account # 70496

Kumar Sangaran moved that the Board of Directors grant an extension to August 31, 2020 for Violation #70496. Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

- Guidelines for Drainage Remedies on Common Areas

COMMITTEE REPORTS:

Design Review Committee	October 21, 2019
Finance Committee	November 19, 2019
Grounds Committee	November 20, 2019
Neighborhood Advisory Council	October 8, 2019

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:

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

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, February 5, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welborne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

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

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:01 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 22, 2020. Fredrik Wallin seconded the motion. Motion passed unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 0 Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Opposition to HB720

Penny Francke moved that the Board of Directors officially oppose HB720 sponsored by Delegate Reid which would restrict Homeowners Associations placing reasonable restrictions on political signs. Bob King seconded the motion. 5 voted for the motion. Morven was absent. Motion passed.

ARCHITECTURAL ITEMS: None

FACILITIES: None

FINANCE:

Payment Plan Request for Account #70708

Bob King moved that the Board of Directors approve the payment plan for account 70708. This is a standard payment plan. Penny Francke seconded the motion. 5 voted for the motion. Morven was absent. Motion passed.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

- DRC Coordinator Authority to Grant Extensions

COMMITTEE REPORTS:

Design Review Committee	November 19, 2019
Finance Committee	November 19, 2019
Neighborhood Advisory Council	November 11, 2019

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION:

Bob King 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.** Penny Francke seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 7:11 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 9:01 PM.

OPEN SESSION

Legal Counsel for Property Survey

Bob King moved that the Board of Directors direct PMP to contact legal counsel regarding a survey of the property in question. Penny Francke seconded the motion. Motion passed unanimously.

Approval to Seek Legal Representation

Bob King moved that the Board of Directors direct PMP to contact several law firms to seek legal representation. Roddy Dean seconded the motion. Motion passed unanimously.

ADJOURN:

Bob King moved to adjourn the meeting. Kumar Sangaran seconded the motion. Motion carried unanimously. The meeting adjourned at 9:16 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, February 26, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welborne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

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

CALL TO ORDER:
Dave Barrie called the meeting to order at 7 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 5, 2020. Roddy Dean seconded the motion. Motion carried unanimously.

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

- Application Appeal
- Community Guideline Changes
- Horse Pen Run Vandalism

GENERAL BUSINESS:

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

ARCHITECTURAL ITEMS:

Extension of Violation #69731-010220

Penny Francke moved that the Board of Directors grant an extension to August 31, 2020 to correct the violation. Friendly Amendment: The violation will remain open (and as such) Amenity Privileges will be suspended until the violation is corrected. Property owner is welcome to purchase guest passes for access to the pools. Bob King seconded the motion. Motion carried unanimously.

Appeal of DRC Decision Application #69731-010220

Penny Francke moved that the Board of Directors uphold the DRC's decision on January 27, 2020 and deny application #69731-010220. Bob King seconded the motion. Motion carried unanimously.

2020 CountrySide Community Guidelines Revision

Roddy Dean moved that the Board of Directors deny the DRC recommendation to add Architectural roof shingle style Owens Corning " Brownwood" in addition to the existing CertainTeed XT25 "Oakwood" to the 2020 CountrySide Community Guidelines for Morven Tudor Townhomes. Bob King seconded the motion. Four voted for the motion. Oakridge voted against the motion. Welbourne abstained. The motion carried.

Minor Violations

Bob King moved if corrective action is not taken by March 6, 2020 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 7, 2020.

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. Fredrik Wallin seconded the motion. Motion carried unanimously.

Major Annual Violations

Bob King moved if corrective action is not taken by March 13, 2020 for this Major Annual violation (see attached spreadsheet) the Board agrees "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective March 14, 2020, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by April 1, 2020 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:

2020 Pool Management Services

Penny Francke move that the Board of Directors award the 2020 Pool Management Contract to Sunset Pool Management, Inc. The cost of \$184,150.00 to be charged to GL7500.

The FAC unanimously voted to recommend that the Board award the contract to Sunset Pool Management contingent on positive feedback to the reference checks. Fredrik Wallin seconded the motion. Motion carried unanimously.

FINANCE: None

GROUNDS:

Asphalt and Trail Services

Fredrik Wallin moved that the Board of Directors award the 2020 Asphalt and Trail Services contract to NVM Paving and Concrete for a total cost not to exceed \$940,792.00, broken down as follows:

- i) \$734,376.00 for townhouse street repairs and overlays. Cost to be applied to TH reserve GL 9554.
- ii) \$6,930.00 for townhouse curb and gutter repairs. Cost to be applied to TH reserve GL 9557.
- iii) \$132,375.00 for trail repairs. Cost to be applied to GEN reserve GL 9558.
- iv) \$47,500.00 for repairs and overlays to the pool parking lots. Cost to be applied to GEN reserve GL 9577.
- v) \$19,611.00 for repairs to the basketball courts at the Parkway Pool parking lot. Cost to be applied to GEN reserve GL 9585.

The Grounds Committee unanimously recommended approval. Penny Francke seconded the motion. Motion carried unanimously.

Engineering Support

Fredrik Wallin moved that the Board of Directors approve the Proposal from Gardner Engineering to provide contract administration and construction oversight for the street repair project for a cost not to exceed \$6,500.00. Cost to be applied to GL 9577. The Grounds Committee unanimously recommended approval. Bob King seconded the motion. Motion carried unanimously.

INFORMATION/DISCUSSION ITEMS:

- Invitation to Supervisor Briskman to attend Board meeting
- Voting rights of Committee Chairpersons

COMMITTEE REPORTS:

Community Relations Committee	February 6, 2020
Facilities Committee	February 13, 2020
Finance Committee	February 18, 2020
HPR	February 12, 2020

MANAGEMENT REPORTS:

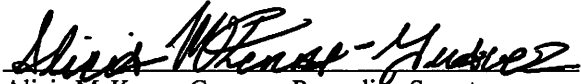
Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:42 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, March 4, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: Kumar Sangaran – Rokeby

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

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

APPROVAL OF MEETING MINUTES:
Roddy Dean moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 26, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 1 Resident were in attendance. Items discussed:
- Loudoun HOA Coalition

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Neighborhood Advisory Council Elections

Penny Francke moved that Julie Young be elected to the Neighborhood Advisory Council for 2020 for Oakridge. She is a CountrySide member in good-standing. Fredrik Wallin seconded the motion. Motion carried unanimously.

ARCHITECTURAL ITEMS: None

FACILITIES:

Parkway Pool Waterline Tile Replacement & Coping Stone Repair

Penny Francke moved the Board of Directors approve an additional \$17,010.00 (\$11,550.00 for tiles and \$5,460.00 for coping stones) to Crystal Blue Aquatics' for the unanticipated need to replace the waterline tiles and repair the coping stones at the Parkway Main Pool. Cost to be applied to Reserve GL 9801. The Facilities Committee unanimously recommends this decision. Fredrik Wallin seconded the motion. Motion carried unanimously.

Parkway Pool Sun Structures

Penny Francke moved that the Board of Directors award the 2020 Parkway Pool Structures Contract to All Recreation for a cost of not to exceed \$20,000. Cost to be charged to GL 7586. The FAC unanimously voted to recommend that the Board award the contract to All Recreation. Fredrik Wallin seconded the motion. Motion carried unanimously.

FINANCE: None

GROUND:

Oakridge Pond Maintenance Contract

Fredrik Wallin moved that the Board of Directors accept the bid from Solitude Lake Management, for 2020 services between April and November, for a total cost of \$5,376.00. Cost to be applied to GL 6153.

The Grounds Committee unanimously recommended approval. Penny Francke seconded the motion. Motion carried unanimously.

INFORMATION/DISCUSSION ITEMS:

Loudoun Coalition of Homeowners and Condominium Associations (LCHCA)

Roddy Dean moved that the Board of Directors appoint two volunteers, Penny Francke and Pat Bour, to investigate and with no decisions to be made and only bring back information to the Board. Bob King seconded the motion. Motion carried unanimously.

COMMITTEE REPORTS:

Finance Committee

January 21, 2020

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION:

Bob King 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 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. Penny Francke seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 7:32 PM.

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

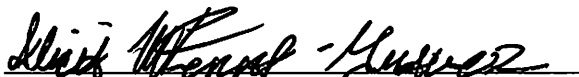
No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action 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 7:32 PM.

ADJOURN:

Bob King moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 8:01 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS REMOTE MEETING
CountrySide Proprietary Office
2 Pidgeon Hill Drive, STE 560, Sterling, Virginia 20165
Wednesday, April 1, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

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

CALL TO ORDER:
Dave Barrie called the remote meeting to order at 7:05 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 4, 2020. Roddy Dean seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 3 Residents were in attendance. Items discussed:
- Extension Request for Minor Violation 71313

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Road Runner Wrecker Services Inc. Second year contract option

Bob King moved that the Board of Directors exercise the second-year contract option with Road Runner Wrecker Services, Inc to provide towing services in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be April 1, 2020 through March 31, 2021. Renewal letter to include that Road Runner is to attend meetings when requested by the Board of Directors. All other provisions of the agreement will remain in full force and effect. Penny Francke seconded the motion. Motion carried unanimously.

ARCHITECTURAL ITEMS:

Extension of Minor Violation #71313

Roddy Dean moved that the Board of Directors grant an extension of two weeks, until April 15, 2020 to resolve Minor Violation #71313. Penny Francke seconded the motion. Motion carried unanimously.

Minor Violations

Bob King moved if corrective action is not taken by April 10, 2020 for MINOR violations: (see attached list) 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 11, 2020.

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

Fredrik Wallin moved if corrective action is not taken by April 17, 2020 for MAJOR Inspection Violations the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by April 30, 2020 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: None

INFORMATION/DISCUSSION ITEMS: No Reports

COMMITTEE REPORTS: No Reports

MANAGEMENT REPORTS: No Reports

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 legal matters 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. Fredrik Wallin seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 7:31 PM.

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

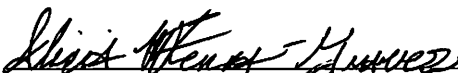
No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action 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 9:25 PM.

ADJOURN:

Bob King moved to adjourn the meeting. Penny seconded the motion. Motion carried unanimously. The meeting adjourned at 9:40 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway, Sterling, Virginia 20165
Wednesday, May 6, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

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

CALL TO ORDER:
Dave Barrie called the meeting to order at 6:30 PM.

EXECUTIVE SESSION:
Bob King stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider the personal liability of members to the association 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. Penny Francke seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 6:32 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 7:00 PM.

APPROVAL OF MEETING MINUTES:
Fredrik Wallen moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting April 1, 2020. Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: No Residents were in attendance.

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

ARCHITECTURAL ITEMS:
Inspection and Violation Procedures During COVID-19 Pandemic
Penny Francke moved that the Board of Directors approve the following inspection and violation procedures while Virginia remains under Governor Northam's "Stay at Home Order".
Minor violations = send a friendly reminder to the residents- not a violation notice
Major violations = send them a friendly reminder – track for reinspection and possible future violation letter

Annual inspections- Should be delayed until the Governor's Stay at Home order is lifted in June. Fredrik Wallin seconded the motion. 5 voted in favor of the motion. Morven voted against the motion. The motion carried.

Application Procedures During COVID-19 Pandemic

Fredrik Wallin moved that the Board of Directors approve the following application procedures while Virginia remains under Governor Northam's "Stay at Home Order".

Standard applications - Lisa will continue to approve

Non-standard applications –

Waive the requirement for neighboring property owners' signatures on all non-standard applications during the National emergency.

Allow the Design Review Coordinator to approve provided BOTH the NAC and DRC have approved previously the same non-standard architectural changes and she confirms this with the DRC Chairperson before approval.

Any remaining Non-Standard applications would then come to the BOD consideration at a remote call in meeting and the resident, DRC and/or NAC members can call in with their comments.

Penny Francke seconded the motion. 4 voted in favor of the motion. Belmont and Morven voted against the motion. The motion carried.

FACILITIES:

Outdoor Amenities During COVID-19

Bob King moved that the Board of Directors not change the status of the tot lots, basketball courts, and tennis courts to closed until further notice due to the COVID-19 pandemic. Roddy Dean seconded the motion. 4 voted in favor of the motion. Oakridge and Welbourne voted against the motion. The motion carried.

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS: None

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 7:27 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, June 10, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Catherine Neelley – PMP

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

EXECUTIVE SESSION:
Bob King 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 and to discuss and consider the personal liability of members to the association 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. Penny Francke seconded the motion. Motion carried unanimously. The Board of Directors entered into 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.

The Board exited Executive Session and reconvened in open session 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 May 27, 2020. Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 2 Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Neighborhood Advisory Council Election – Morven

Roddy Dean moved that Molly Murphy be elected to the Neighborhood Advisory Council for 2020 for Morven. She is a CountrySide member in good-standing. Penny Francke seconded the motion. Motion carried unanimously.

Request for Food Drive

Roddy Dean moved that the Board of Directors deny the request from Grace Covenant Church-Sterling to conduct a food drive in CountrySide. Fredrik Wallin seconded the motion. 4 voted for the motion. Belmont and Oatlands voted against. Motion carried.

ARCHITECTURAL ITEMS:

Request for Temporary Parking Exception

Fredrik Wallin moved that the Board of Directors approve the request to temporarily park a limousine in the driveway at 15 Brookmeade Ct. Penny Francke seconded the motion. 4 voted for the motion. Belmont voted against the motion. Morven abstained from the motion. Motion carried.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

COMMITTEE REPORTS: None

MANAGEMENT REPORTS: None

EXECUTIVE SESSION:

Bob King stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider the personal liability of members to the association 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. Penny Francke seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 7:32 PM.

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

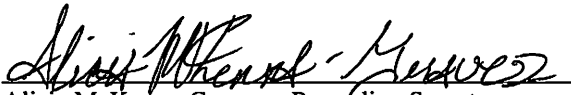
No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action 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 8:15 PM.

ADJOURN:

Bob King moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 8:16 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Go To Meeting Remote Meeting Due to COVID-19 Pandemic
Thursday, June 18, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: Kumar Sangaran - Rokeby

OTHERS PRESENT: Catherine Neelley – PMP
Alicia McKenna-Graves– PMP
Mike Stracka - PMP

CALL TO ORDER:
Dave Barrie called the meeting to order at 6:07 PM.

RESIDENTIAL PARTICIPATION/GUESTS: 40 Residents were in attendance. Items discussed:
- Whether the CountrySide Pools should/could be opened Phase 2 of Governor Northam’s Forward Virginia Plan COVID-19 Reopening Plan.

FACILITIES:
Phase 2 Pool Operations
Penny Francke moved that the Board of Directors not open Cromwell, Lindenwood & Parkway Pools during Phase 2 of the Forward Virginia Plan. The Board will evaluate whether to open for Phase 3, after reviewing Phase 3 requirements. Fredrik Wallin seconded the motion. Morven, Oakridge, & Welbourne voted for the motion. Belmont & Oatlands voted against the motion. Motion carried.

ADJOURN:
Bob King moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 7:38 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, June 24, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Penelope Francke – Oakridge
Robert King – Belmont
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT: Kumar Sangaran - Rokeby

OTHERS PRESENT: Catherine Neelley – PMP
Alicia McKenna-Graves– PMP
Lisa Marnet - 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 consult with legal counsel and discuss and consider contracts 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. Penny Francke seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 6:03 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 7:00 PM.*

APPROVAL OF MEETING MINUTES:
Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting June 10, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 6 Residents were in attendance. Items discussed:

- Fence Violation
- Amenities Suspension
- Pool Applications
- Door Violation
- Shingles Inquiry

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Legal Services

Penny Francke moved that the Board of Directors engage the firm of Rees Broome, PC to provide legal services to CountrySide Proprietary. Fredrik Wallin seconded the motion. 3 Voted for the motion. Morven abstained. Motion carried.

Suspension of 2020 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 July 1, 2020 and shall apply until the following accounts have complied with maintenance requests and/or have no unpaid assessments. Roddy Dean seconded the motion. Motion carried unanimously.

Amenities Privileges for Account 69770

Roddy Dean moved that the Board of Directors reinstate the Amenities Passes when the violations are corrected. Penny Francke seconded the motion. 3 voted for the motion. Welbourne abstained. Motion carried.

ARCHITECTURAL ITEMS:

Request for Approval of an Above Ground Pool

Roddy Dean moved that the Board of Directors approve the request for an above ground pool at 105 Wiltshire Ct. The pool and pool installation must meet all federal, state, and Loudoun county code requirements. The above ground pool is an exception and will be uninstalled from the backyard by October 1, 2020. The homeowner's insurance policy indemnifies CountrySide Proprietary and the Board of Directors. A Certificate of Insurance showing the indemnification should be sent to CountrySide Proprietary as soon as the pool is built. The resident must agree to the conditions. Penny Francke seconded the motion. Motion carried unanimously.

Request for Approval for an Above Ground Pool

Penny Francke moved that the Board of Directors approve the request for an above ground pool at 5 Rutledge Ct. The pool and pool installation must meet all federal, state, and Loudoun county code requirements. The above ground pool is an exception for 2020 only and will be uninstalled from the backyard by October 1, 2020. The homeowner's insurance policy indemnifies CountrySide Proprietary and the Board of Directors. A Certificate of Insurance showing the indemnification should be sent to CountrySide Proprietary as soon as the pool is built. The resident must agree to the conditions. Fredrik Wallin seconded the motion. Motion carried unanimously.

Non-Standard Architectural Application #69798-052220 – Entry Door

Fredrik Wallin moved that the Board of Directors approve Non-Standard Architectural Application #69798-052220 for a Front Entry Door, provided upon the sale of the property, the door must be replaced with an approved Standard door. Penny Francke seconded the motion. 3 voted for the motion. Morven voted against the motion. Motion carried.

Non-Standard Architectural Application #123591-060520 – Electric Vehicle Charging Station

Penny Francke moved that the Board of Directors table the motion to consult with Legal Counsel for advice. Fredrik Wallin seconded the motion. Motion carried unanimously.

FACILITIES:

Lindenwood Skimmer Repair Contract

Penny moved that the Board of Directors award the Lindenwood Skimmer Repair Contract to Sunset Pools at a cost not to exceed \$12,500. The cost will be charged to Reserve GL9807. The FAC unanimously supports this decision. Fredrik Wallin seconded the motion. Motion carried unanimously.

FINANCE: None

GROUNDS: None

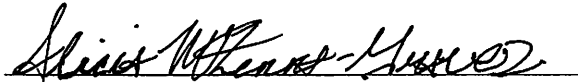
COMMITTEE REPORTS: None

MANAGEMENT REPORTS: None

ADJOURN:

Penny Francke moved to adjourn the meeting. Fredrik Wallin seconded the motion. Motion carried unanimously. The meeting adjourned at 8:30 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary

*At the end of the Executive Session, Bob King left the meeting

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Go To Meeting Remote Meeting Due to COVID-19 Pandemic
Wednesday, July 1, 2020

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran - Rokeby
Fredrik Wallin – Welbourne
Roddy Dean - Morven

BOARD MEMBERS ABSENT:

OTHERS PRESENT:

Catherine Neelley – PMP
Alicia McKenna-Graves – PMP
Mike Stracka – PMP
Erin Gilmore – PMP

CALL TO ORDER:

Dave Barrie called the meeting to order at 6:05 PM.

RESIDENTIAL PARTICIPATION/GUESTS: 25 Residents were in attendance. Items discussed:

- Whether the CountrySide Pools should/could be opened Phase 3 of Governor Northam’s Forward Virginia Plan COVID-19 Reopening Plan.

FACILITIES:

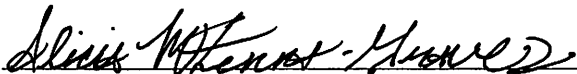
CountrySide Pools in Phase 3 Forward Virginia Plan

Penny Francke moved that the Board of Directors open 2 CountrySide Pools as soon as is practicable, contingent upon appropriate lifeguard staffing from our pool management company, and our ability to meet all local and state requirements. Opening date to be determined. Kumar Sangaran seconded the motion. Belmont & Oatlands voted for the motion. Morven, Oakridge, Rokeby & Welbourne voted against the motion. Motion did not carry.

ADJOURN:

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 7:24 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, July 29, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean – Morven

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 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 6:00 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 6:56 PM.

APPROVAL OF MEETING MINUTES:

Board of Directors Special Meeting on Pools (Phase 2) June 18, 2020

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Special Meeting on Pools June 18, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

Board of Directors Meeting June 24, 2020

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting June 24, 2020. Roddy Dean seconded the motion. Motion carried unanimously.

Board of Directors Special Meeting on Pools (Phase 3) July 1, 2020

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Special Meeting on Pools on July 1, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

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

- Architectural Applications
- Pipestem Policies & Procedures
- Fireworks in CountrySide

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

ARCHITECTURAL ITEMS:

Appeal of Amenities Suspension Account #111082 – Active Violation for Non-Standard Entry Door

Penny Francke moved that the Board of Directors defer any suspension of amenities temporarily until such time as the DRC decision to accept or reject this as a guideline and standard for the neighborhood for the door. Roddy Dean seconded the motion. 5 voted for the motion, Rokeby was absent. Motion carried.

Non-Standard Architectural Application #79369-062520 – Fence

Penny Francke moved that the Board of Directors deny Non-Standard Architectural Application #79369-062520 for a fence. Roddy Dean seconded the motion. Motion carried unanimously.

Non-Standard Architectural Application #117903-062320 – Shed

Roddy Dean moved that the Board of Directors deny Non-Standard Architectural Application #117903-062320 for a Shed. Penny Francke seconded the motion. 5 voted for the motion, Rokeby was absent. Motion carried.

FACILITIES: None

FINANCE:

Request for Waiver of Pipestem Repaving Policy and Procedure

Bob King moved that the Board of Directors uphold the CountrySide Pipestem Re-paving Policy and Procedure for the repaving of the pipestem for 18-30 Christopher Lane and deny the release of funds to the coordinating Homeowner to pay the contractor in lieu of the reimbursement on submittal of a paid receipt, and approve the paving bid. PMP endeavor to promptly pay the resident or residents within 2 to 5 days upon paid receipt. Penny Francke seconded the motion. 5 voted for the motion, Welbourne abstained. Motion carried.

Payment Plan Request for Account #70229

Bob King moved that the Board of Directors approve the payment plan for Account #70229. This is a standard Payment Plan. Penny Francke seconded the motion. Motion carried unanimously.

2019 Annual Audited Financial Statements Independent Auditors Report

Bob King moved that the Board of Directors accept the 2019 CountrySide Proprietary Annual Audit/ Independent Auditors Report performed by Malvin Riggins & Co. Roddy Dean seconded the motion. Motion carried unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

- Unexpended 2020 Pool Funds
- Board Laptop Computers

COMMITTEE REPORTS: None

MANAGEMENT REPORTS: None

ADJOURN:

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:47 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 26, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean – Morven

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 6:02 PM.

EXECUTIVE SESSION:

Roddy Dean stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to consult with legal counsel and to discuss and consider contracts 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. Fredrik Wallin seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 6:03 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 at 6:49 PM and reconvened in open session at 7:02 PM.

APPROVAL OF MEETING MINUTES:

Approval of Board of Directors Meeting Minutes July 29, 2020

Bob King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting July 29, 2020. Penny Francke seconded the motion. Motion carried unanimously.

Approval of Board of Directors August 11, 2020 Executive Session Meeting Minutes

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Executive Session Meeting on August 11, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

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

- House Rebuild

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Chalking Request

Penny Francke moved that the Board of Directors deny the request to allow chalking on any Proprietary owned common areas. Roddy Dean seconded the motion. Motion carried unanimously.

ARCHITECTURAL ITEMS:

Request for Extension of Temporary Parking Exception

Penny Francke moved that the Board of Directors approve the request to extend the approval to temporarily park a limousine in the driveway at 15 Brookmeade Ct. until December 31, 2020. Fredrik Wallin seconded the motion. Oakridge, Oatlands, Rokeby & Welbourne voted for the motion. Belmont voted against the motion. Morven abstained from the motion. Motion carried.

Non-Standard Application #69798-052220 – House Rebuild

Penny Francke moved that the Board of Directors approve Non-Standard Application #69798-052220 for rebuilding a house. Roddy Dean seconded the motion. Motion carried unanimously.

FACILITIES: None

FINANCE: None

GROUND: None

INFORMATION/DISCUSSION ITEMS:

- Committee Meetings with remote call-in
- Budget Requests

COMMITTEE REPORTS: None

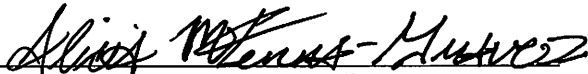
MANAGEMENT REPORTS:

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 7:43 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 2, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean – Morven

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Catherine Neelley – 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 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 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.

The Board exited Executive Session and reconvened in open session at 7:01 PM.

APPROVAL OF MEETING MINUTES:

Bob King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting August 26, 2020. Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 0 Residents were in attendance.

GENERAL BUSINESS:

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

FACILITIES:

Deferral of Tennis Court Restoration, Color Coat, & Crack Repair Projects

Penny Francke moved that the Board of Directors accept the Facilities Committee's recommendation to delay the Tennis Court Restoration Reserves Project until Spring 2021. Fredrik Wallin seconded the motion. Motion carried unanimously.

FINANCE:

2020 Pool Credit

Bob King moved that the Board of Directors approve a credit of \$37.00 to the account of each homeowner of record as of September 1, 2020 to compensate for the closure of the pools in 2020. This credit would first be applied to reduce any outstanding balances, and second to a one-time reduction in the monthly assessment. The credit will be expensed to a GL to be created by the PMP Finance Department. Roddy Dean seconded the motion. Motion carried unanimously.

INFORMATION/DISCUSSION ITEMS:

- Budget Requests
- Committee Meetings

COMMITTEE REPORTS: None

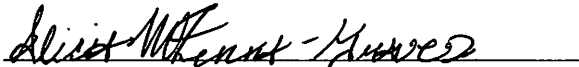
MANAGEMENT REPORTS:

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 7:23 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 23, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean – Morven

BOARD MEMBERS ABSENT: None

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

CALL TO ORDER:

Dave Barrie called the meeting to order at 6:01 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.** Fredrik Wallin seconded the motion. Five voted for the motion. Rokeby was absent. Motion carried. The Board of Directors entered into Executive Session at 6:03 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 at 6:52 PM and reconvened in open session at 7:01 PM.

APPROVAL OF MEETING MINUTES:

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 2, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 1 Resident were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Approval of Board of Directors Unanimous Written Consent to Resume the Violation Process

Penny Francke moved that the Board of Directors confirm the Board's unanimous consent to resume issuing violations as delineated in ADMINISTRATIVE RESOLUTION NO. 236 ARCHITECTURAL REVIEW PROCEDURES since Virginia is no longer under Governor Northam's "Stay at Home" order. Roddy Dean seconded the motion. Motion carried unanimously.

Establish 2021 Election Committee and Appointments to the 2021 Election Committee

Penny Francke moved that the Board of Directors establish a 2021 Election Committee and appoint the following members to the 2021 Election Committee:

Pat Bour
Jeff Kretsch

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

ARCHITECTURAL ITEMS: None

FACILITIES:

Cromwell & Parkway Pool Sand Filter Replacement

Penny Francke moved that the Board of Directors award the contract for the replacement of the main and wading pool sand filters at Cromwell and Parkway pools to Crystal Blue Aquatics for a cost NTE \$26,700.00. Cost to be charged to Reserve GL 9806 and Reserve GL 9801. The FAC unanimously voted to recommend that the Board award the contract to Crystal Blue Aquatics. Fredrik Wallin seconded the motion. Motion carried unanimously.

Lindenwood Pool Water Heater Replacement

Penny Francke moved that the Board of Directors award the contract for replacement of the Lindenwood pool water heaters to Vern's Plumbing for a cost NTE \$7,500.00. Cost to be charged to Reserve GL 9817. The FAC voted to recommend that the Board award the contract to Vern's Plumbing. Fredrik Wallin seconded the motion. Five voted for the motion. Morven abstained. Motion carried.

FINANCE: None

GROUNDS:

Trash, Recycling, and Yard Waste Removal Services Agreement

Fredrik Wallin moved that the Board of Directors award the 2021 agreement for Trash, Recycling, and Yard Waste Collection to AAA/Republic Services for the annual total cost not to exceed \$534,429.24. Cost to be applied to GL's 6145 and 8545. The Grounds Committee unanimously approved awarding the agreement to AAA/Republic Services. Penny Francke seconded the motion. Four voted for the motion. Belmont and Morven voted against the motion. Motion carried.

Belmont Drainage Work

Fredrik Wallin moved that the Board of Directors approve the \$5,128.64 proposal from BrightView to address the restoration of the rip rap at the drainage culverts under the trail located behind Austen Court. Cost to be applied to the Reserve Storm Water Drainage System Allowance, GL 9556. The Grounds Committee unanimously voted to recommend this work. Penny Francke seconded the motion. Motion carried unanimously.

INFORMATION/DISCUSSION ITEMS:

- Committee Meetings & Budget Requests
- Budget Meeting
- Upcoming CRC Events
 - o Community Pumpkin Giveaway
 - o 2nd Shred Event
- Pool Credit

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 7:24 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary

*Kumar Sangaran was absent for Executive Session, joined meeting for Open Session.

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**
Go To Meeting Remote Meeting Due to COVID-19 Pandemic
Wednesday, October 7, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean – Morven

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Catherine Neelley – PMP
Ed Thomas – 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. Fredrik Wallin seconded the motion. Five voted for the motion, one member was absent. Motion carried. The Board of Directors entered into 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.

The Board exited Executive Session and reconvened in open session at 7:01 PM.

APPROVAL OF MEETING MINUTES:

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 23, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 0 Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

Request for Use of Common Ground

Penny Francke moved that the Board of Directors approve the request for temporary use of common ground for the transport, set-up, and removal of the petting zoo with the following conditions: The set up should not infringe upon common ground, it is for transport and set up only. Conditional on:

1. Owner shall provide to the Proprietary office proof of vendors licensure and certificate of insurance.
2. Owner shall provide written indemnification to CountrySide Proprietary
3. Petting Zoo set-up shall not infringe on CountrySide Proprietary common ground.
4. Owner shall clean-up (including animal waste) and repair any damage to common ground after the event.

Fredrik Wallin seconded the motion. Motion carried unanimously.

ARCHITECTURAL ITEMS: None

FACILITIES:

Cromwell Bathhouse Roof Replacement

Penny Francke moved that the Board of Directors award the 2020 Cromwell Bathhouse roof replacement contract to Arocon for a cost NTE \$21,611.00. Cost to be charged to Reserve GL 9805. The Facilities Committee unanimously voted to recommend that the Board award the contract to Arocon. Fredrik Wallin seconded the motion. Motion carried unanimously.

FINANCE: None

GROUNDS:

Land Services Agreement – Second Year Contract Option

Fredrik Wallin moved that the Board of Directors exercise the second-year contract option in the Land Services Agreement in the amount of \$241,920.00 with Brightview Landscape Services, Inc. in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2021 through December 31, 2021. All other provisions of the agreement will remain in full force and effect. Costs to be applied to GL 6125. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

Tree Services Agreement – Second Year Contract Option

Fredrik Wallin moved that the Board of Directors exercise the second-year contract option of the Tree Services Agreement with Brightview Landscape Services, Inc. in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2021 through December 31, 2021. All other provisions of the agreement will remain in full force and effect. Hourly rates as established in the contract to be applied to GL 6128, GL 6154, and GL 8571. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

Snow Removal Services Agreement – Second Year Contract Option

Fredrik Wallin moved that the Board of Directors exercise the second-year contract option in the Snow Removal Services Agreement with Brightview Landscape Services, Inc. in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2021 through December 31, 2021. All other provisions of the agreement will remain in full force and effect. Hourly rates as established in the contract will be applied to GL 8540. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

INFORMATION/DISCUSSION ITEMS:

- Status of Pool Closure Credit
- Budget Meeting and Approvals
- Upcoming Election Events – Petitions of Candidacy due Oct. 8th, Remote NAC meeting – Meet the Candidates November 10th, Committee Chairs Annual reports due prior to Remote Annual Meeting on December 14, 2020
- LCPS Safe Routes to School Project CountrySide Proprietary Trail

COMMITTEE REPORTS: None

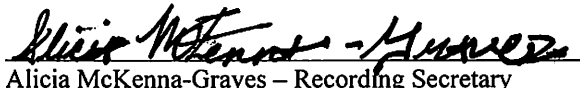
MANAGEMENT REPORTS:

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 7:27 PM.

Respectfully Submitted,



Alicia McKenna-Graves – Recording Secretary

*Kumar Sangaran was delayed for Executive Session, joined at 6:17PM

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Go To Meeting Remote Meeting Due to COVID-19 Pandemic
Wednesday, October 28, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Fredrik Wallin – Welbourne
Roddy Dean – Morven

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 consult with legal counsel and 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.** Fredrik Wallin seconded the motion. Five voted for the motion, one member was absent. Motion carried. The Board of Directors entered into 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.

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 October 7, 2020. Fredrik Wallin seconded the motion. Motion carried unanimously.

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

- DRC Application 66711-081920 Appeal

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS: None

ARCHITECTURAL ITEMS:

Appeal of DRC Decision, Application #66711-081920

Penny Francke moved that the Board of Directors overturn the DRC's decision on September 21, 2020 and approve application #66711-081920. Five voted for the motion. Morven abstained. Motion carried.

Minor Violations

Penny Francke moved if corrective action is not taken by November 6, 2020 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 7, 2020.

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. Five voted for the motion. Welbourne abstained. Motion carried.

FACILITIES: None

FINANCE:

Write off Remaining Debt on Settled Accounts

Bob King moved that the Board of Directors authorize the treasurer to write off the remaining debt on the settlement of accounts #70708 and #70196. The Write-off amounts are:

Account #70708 - \$1737.51

Account #70196 - \$1571.96

Roddy Dean seconded the motion. Motion carried unanimously.

GROUNDS:

Fall Turf Restoration

Fredrik Wallin moved that the Board of Directors approve BrightView proposal 7339353 for the Fall Turf Restoration at a cost of \$4,621.65 plus additional turf restoration as identified by the Grounds Committee at a total cost NTE \$6,000.00. Cost to be applied to GL 6127. The Grounds Committee unanimously approved this request. Bob King seconded the motion. Motion carried unanimously.

Winter Long Term Tree Services

Fredrik Wallin moved that the Board of Directors approve BrightView proposal 7351558 to complete the winter long term tree removals as recommended by the Arborist at a cost of \$36,000.00. Cost to be applied to GL 6154. The Grounds Committee unanimously approved approval. Four voted for the motion. Oatlands and Morven voted against the motion. Motion carried.

INFORMATION/DISCUSSION ITEMS:

COMMITTEE REPORTS: None

MANAGEMENT REPORTS:

Management Report

- o Parkway Basketball Court Vandalism

Financial Reports

Project List

ADJOURN:

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously.
The meeting adjourned at 7:38 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 4, 2020

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Penelope Francke – Oakridge
Kumar Sangaran – Rokeby
Roddy Dean – Morven

BOARD MEMBERS ABSENT: Fredrik Wallin - Welbourne

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 King seconded the motion. Five voted for the motion, one member was absent. Motion carried. The Board of Directors entered into 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.

The Board exited Executive Session at 6:48 PM and reconvened in open session 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 28, 2020. Bob King seconded the motion. Motion carried unanimously.

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

- DRC Guideline Revisions

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

2021 Annual Budget

Bob King moved that the Board of Directors adopt the 2021 Annual Budget as written and included in the Board packet. Penny Francke seconded the motion. Motion carried unanimously.

2021 Management Contract

Penny Francke moved that the Board of Directors award the 2021 CountrySide Management Services contract to Property Management People, Inc. (PMP). Roddy Dean seconded the motion. 5 voted for the motion. Welbourne was absent. Motion carried.

CountrySide Community Guidelines Updates and Revisions for 2021

Bob King moved that the Board of Directors adopt the updates and revisions to be part of the 2021 CountrySide Community Guidelines, except for white vinyl fencing. Penny Francke seconded the motion. Five voted for the motion. Welbourne was absent. Motion carried.

Oatlands Community Fencing Guideline Updates and Revisions for 2021

Bob King moved that the Board of Directors adopt the updated fence guideline for Oatlands to be part of the 2021 CountrySide Community Guidelines. Kumar Sangaran seconded the motion. Four voted for the motion. Oakridge voted against the motion, Welbourne was absent. Motion carried.

2021 Proprietary Insurance

Penny Francke moved that the Board of Directors accept the proposal from John Manougian Insurance Agency Inc for the following insurance coverages:

- Property
- Business Automobile
- Umbrella Liability
- Fidelity Bond (Dishonesty)
- Commercial General Liability
- Inland Marine
- Directors and Officers
- Community Association Volunteer Accident

Bob King seconded the motion. 5 voted for the motion. Welbourne was absent. Motion carried.

Resolution #283 – Procedures for 2020 Virtual Annual Meetings

Bob King moved that the Board of Directors adopt Resolution #283 – Procedures for a Virtual Annual Meeting in 2020 as written. Roddy Dean seconded the motion. 3 voted for the motion. Oatlands voted against the motion. Oakridge abstained from the motion. Motion carried.

Resolution #284 – Procedures for Electronic Elections

Bob King moved that the Board of Directors adopt Resolution #284 – Procedures for Electronic Elections as written. The voting platform will be open 15 days prior to the annual meeting and will close 24 hours prior to the calling of the annual meeting to order. Roddy Dean seconded the motion. 3 voted for the motion. Oatlands voted against the motion. Oakridge abstained from the motion. Motion carried.

ARCHITECTURAL ITEMS: None

FACILITIES:

2021 Pool Management Services

Penny Francke moved that the Board of Directors award the 2021 Pool Management Contract to High Sierra Pools, the cost not to exceed \$200,000. The award is contingent upon the finalization of acceptable contract changes, to which High Sierra has already agreed to in principle (the language is to be drafted by PMP and approved by FAC). The cost of to be charged to GL7500. The FAC has voted unanimously, (electronically, to be confirmed at our next meeting) to award the 2021 Pool Management Contract to High Sierra Pools. Roddy Dean seconded the motion. Motion carried unanimously.

FINANCE:

Resolution #282 – 2021 Common Driveway Assessment

Bob King moved that the Board of Directors adopt the 2021 Common Driveway Assessment, Resolution #282. Penny Francke seconded the motion. Motion carried unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

COMMITTEE REPORTS: None

MANAGEMENT REPORTS: None

ADJOURN:

Bob King moved to adjourn the meeting. Kumar Sangaran seconded the motion. Motion carried unanimously.
The meeting adjourned at 7:56 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary