

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Zoom Remote Meeting Due to COVID-19 Pandemic
Wednesday, November 1, 2023

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Penny Francke – Oakridge
Roddy Dean – Morven
Sam Wilson – Welbourne
Chas Rayome – Foxfield

BOARD MEMBERS ABSENT: Gabbi Jones – Belmont
Kumar Sangaran – Rokeby

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

CALL TO ORDER:
Penny Francke called the meeting to order at 6:00 PM.

EXECUTIVE SESSION:
Chas Rayome stated **Mme. 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.** Dave Barrie 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 7:03 PM.

APPROVAL OF THE AGENDA:
Chas Rayome moved that the Board of Directors approve the agenda as written. Dave Barrie seconded the motion. Motion carried unanimously.

APPROVAL OF MEETING MINUTES:
Chas Rayome moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 25, 2023. Sam Wilson seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 2 Residents were in attendance: Pat Bour & Julie Doherty.
Items discussed: None

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

2024 Annual Budget

Chas Rayome moved that the Board of Directors adopt the 2024 Annual Budget as written and included in the November 1, 2023 Board packet. Roddy Dean seconded the motion. Motion carried unanimously.

2024 Management Contract

Chas Rayome moved that the Board of Directors renew the CountrySide Proprietary Management Services contract to Property Management People, Inc. (PMP) for the 2024 option year. Dave Barrie seconded the motion. Motion carried unanimously.

(Sam Wilson left meeting at 7:10PM)

Resolution #289 – Creation of Procedures to Ensure Due Process in Enforcement Cases

Chas Rayome moved that the Board of Directors rescind Resolutions 231 & 235 and adopt Resolution #289 – Creation of Procedures to Ensure Due Process in Enforcement Cases. The final version of Resolution #289 will be made part of the official CountrySide Book of Resolutions. Roddy Dean seconded the motion. Motion carried unanimously.

Office Lease – 21515 Ridgetop Circle

Chas Rayome moved that the Board of Directors enter into a lease agreement for 21515 Ridgetop Circle, Suite 280, Sterling VA commencing January 1, 2024 contingent on the lease containing language consistent with the stipulations requested by the CountrySide Board of Directors and legal counsel review. The terms of the lease to be 10 years with a 3% escalation per year. Roddy Dean seconded the motion. Motion carried unanimously.

ARCHITECTURAL ITEMS:

CountrySide Community Guidelines Updates and Revisions for 2024

Chas Rayome moved that the Board of Directors adopt the updates and revisions as included in the November 1, 2023 Board meeting packet to be part of the 2024 CountrySide Community Guidelines. Dave Barrie seconded the motion. Motion carried unanimously.

FACILITIES: None

FINANCE: None

GROUNDS: None

INFORMATION/DISCUSSION ITEMS:

- Governing Documents Voting Update
- Loudoun County Zoning Opinion Letter

COMMITTEE REPORTS: None

MANAGEMENT REPORTS:

Project List

ADJOURN:

Chas Rayome moved to adjourn the meeting. Roddy Dean seconded the motion. Motion carried unanimously. The meeting adjourned at 7:33 PM.

Respectfully Submitted,


Alicia McKenna-Graves – Recording Secretary