

The Retreat at Greenbrier Condominium Association
CCC Meeting
07 November 2017

The Retreat at Greenbrier Condominium Association CCC Meeting was held at the Retreat Clubhouse, 1500 Carrolton Way, Chesapeake, VA on November 7, 2017. Members present were Pat Garrett, Glenna Skinner, Tom Szelest, Carl Godwin and Board Liaison Roy Corson. Absent Stuart Auer.

Call to Order:

The meeting was called to order by Pat Garrett at 1:37 p.m.

The minutes from 17 October 2017 were approved as submitted.

Old Business:

1. Swimming Pool Resurfacing – Analysis submitted to BOD 25 Oct 2017 for decision on type of resurfacing – pending response – Advised by BOD that decision would be made at Association Meeting on November 13, 2017 – Glenna Skinner to start preparatory work on the SOW based on her research.
2. Grounds Maintenance SOW (Changed to Lawn Maintenance) – SOW submitted to BOD 05 Nov 2017 for review/decision/approval – After much discussion, decision made to withdraw SOW submitted and include a requirement for the Contractor to prepare and submit a guide to when and where the cyclic services would be performed. This information could be transmitted to Residents to enable them to know when they were scheduled to receive services.
3. Irrigation SOW - SOW submitted to BOD 25 Oct 2017 for review/decision/approval – BOD Working Meeting on 11/6/17 indicated the BOD review should be back to the CCC this week.
4. Mulch Replacement SOW - SOW submitted to BOD 25 Oct 2017 for review/decision/approval – BOD responded after the meeting that Bag Mulch was the acceptable method and approved issuance of the RFP.
5. Proposed Term Changes – Submitted to BOD 10/9/17 and briefed at Working Meeting 10/10/17 – No affirmative response received to date. Follow-up email will be sent.

New Business:

1. New Pool Cover – it was discussed that while the purchase of a new pool cover would not be a requirement of the CCC, some good suggestions were discussed and these were transmitted to the President, BOD on 11/7/17:
 - a. Suggest that the winning contractor be allow to take the current cover to use as a template for cutting the new cover.

- b. Also strongly encourage that the contract require that same contractor to dispose of the old cover. It would be extremely difficult, and perhaps costly, for The Retreat to dispose of this once the new cover is in place.
2. Briefly discussed that as we are getting closer to preparation of an RFP, the standard RFP format will be reviewed in depth and any proposed changes would be sent out for review by CCC.

Meeting Adjournment:

Meeting was adjourned at 2:24 PM.

Respectfully Submitted,
Pat Garrett
Chairperson, CCC