

**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,

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Alicia McKenna-Graves – Recording Secretary