

**Potomac Bay Estates Board of Director's Meeting (PBE-BOD)
1000 – Friday – June 2, 2017, at Dave Wms residence**

Agenda:

1. **Call the meeting to order President:** – Dave
 - A. **Introductory Remarks: Final preparations for the Annual POA Meeting.**
 - B. To determine if we are ready with handouts – discussions – any pending issues?
 - C. Updates on either new Members: Lot #s
8 – Sold Jimmy & Leslie? vice Dr. Huddleston # 36 Sold name vice Lynn B.
 - D. Acknowledge any guests: (All POA members are welcome)

2. **Secretary: Review of minutes for approval** – Joe
 - A. Review and approval – March 20, 2017 minutes
 - B. Update on Web posts – Pictures of construction – and self-help completion
 - C. Updates on Proxy votes, if known

3. **Treasurers report** – Martha
 - A. **Update on current financial status**
 - B. Delinquent dues – lots not eligible to vote?
 - C. Lien Letters -lot #s

4. **Project Manager and Committee Chair Reports:**
 - A. **Beach Restoration Project. Project Officer:** – Ray
 - o VMRC Approval April 6, 2017. Contract Modification - Payments: Hold-back
 - o Proposed additional work to consider beyond original contract// Bayshore Design.

 - B. **Update on Safety Signage** – Tom
Self-help PBE Welcome / Common Areas Rules / Safety Signage ordered & Installed

 - C. **Report on Community Water System** – Frank
Two-year follow-up / Logger Reports

 - D. **Report from By Laws Committee** – Jon
Compliance with Virginia State update through 2016.

 - E. **Report from Nominating Committee – Sallie**
Volunteers: Joe / Tony /

5. **New Business**
 1. **Nominating Committee** – Ballots for handout - Sallie
 2. **Member discussion:** (All POA members are welcome – Please RSVP to Secretary.

6. **Next meeting date/time:** Annual meeting with handouts, June 3, 2017.

7. **Review Action Items:**
 - a. Edits to handouts and ballot for Annual POA Meeting June 3, 2017.
 - b. Additional Director Comments:

8. **Adjournment:** Final changes (if any) to Handouts: Softcopy to be provided to Secretary Joe Schlatter.

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