



Board of Trustees Meeting – August 20, 2024

Meeting Minutes

Board members in attendance: In person at the Boat House: Claudette Papathanasopoulos, Greg Licamele, Karyn Moreland, Charles Graybeal, Avi Sareen, Jake Virag (by zoom)

Staff members in attendance: Andrew Dunham, Andrew Richardson (by zoom), Taryn McFarland, Sophie Lambert.

Several members of the public were in attendance.

The meeting was called to order at 5:08 pm. In the public comment period, Michael Vettor asked for additional mowing on the Conservancy open space behind their fence. Sophie offered to meet to discuss the exact area. He also discussed the need for additional dog bag stations to be requested from HOA, late-night teenage activity, and frog hunting at Cedar Pond Pavilion.

Chase made a motion to approve the agenda (with addition of an update on fence removal), seconded by Karyn and approved by all. Avi made a motion to approve the meeting minutes from the April 30, 2024, meeting. Seconded by Karyn and approved by all.

New Business

After receiving several applications for the open seat, the board moved to approve the appointment of Charles Graybeal as a New Trustee. Charles shared a little about his background – Willowsford resident for 9 years in The Grant, has worked with Taryn to add 10 bluebird boxes in The Grant, background in commercial real estate and trained as an architect, looking forward toward long term plan. Avi moved to approve the appointment, Greg seconded, and the motion was unanimously approved.

Old business

- o Update on property tax exemption application (could save us \$50K annually) - Sophie contacted Loudoun Co for update, no presentation needed or allowed, Sept 10 discussion by Finance Committee then possible Oct 16 vote by Board, Claudette will reach out to Supervisor TeKrony.

- o Staff Conflict of Interest form – Sophie took version for Board and created a version for senior Staff/those who deal with contracts. Greg moved to approve, Karyn seconded, and unanimously approved.

- o Purchasing Policy – Staff shared an update to the policy to give staff more flexibility and efficiency while still keeping review and alignment with budget. Board provided feedback and made recommendations for where to tighten up the policy before bringing it back for board approval. Discussion also centered on making sure there is correct oversight in place for future issues even though none expected

o Update on Endowment Withdrawal for CapEx Projects – unanimous approval required to withdraw from endowment - for \$550k in 2024 approved budget. This is to cover Peach Orchard modular house, Lightridge renovation (\$96k), and 2024 Farm Improvements (including Egg Washing Room and survey of driveway).

Fence Encroachment Issues – one issue is resolved, fence is down. The second is not resolved, but recent emails indicate that it will be resolved soon – Sept or Oct. Recommend giving them a hard completion date. Trying to develop a consistent policy, as additional issues have arisen – trees cut down on Conservancy property.

Finance Committee Report

The board reviewed the 2023 Final Audit Report. As presented to the Finance Committee, the report was good and all is in order. Karyn moved to approve the report, Greg seconded, and the report was approved unanimously.

Executive Session

The board retired to Executive Session at 6:30 pm and the meeting ended at 8:45 pm.