

**POTOMAC SHORES RESIDENTIAL ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**Wednesday, September 21, 2016 – 6:00 p.m.**  
**Location: Saint John Paul the Great Catholic High School**  
**17700 Dominican Drive, Dumfries, VA 22026**

**AGENDA**

- |              |  |             |
|--------------|--|-------------|
| <b>I.</b>    | <b>CALL TO ORDER</b>                               | <b>6:00</b> |
| <b>II.</b>   | <b>APPROVAL OF THE AGENDA</b>                      |             |
| <b>III.</b>  | <b>APPROVAL OF MINUTES</b>                         |             |
| <b>IV.</b>   | <b>DEVELOPER UPDATE</b>                            |             |
| <b>V.</b>    | <b>RESIDENT OPEN FORUM</b>                         | <b>6:25</b> |
| <b>VI.</b>   | <b>MATTERS FOR BOARD DECISION</b>                  | <b>6:45</b> |
|              | -- Ratification of Prior Architectural Approvals   |             |
|              | -- Ratification of Unanimous Written Consent Items |             |
|              | • Board Meeting Minutes March 18, 2016             |             |
|              | • Appointment of Social Committee Member           |             |
|              | • Approval Cleaning Contract                       |             |
|              | • Approval 2015 Annual Audit                       |             |
|              | • Approval Auditor 2016                            |             |
|              | • Approval Security Agreement                      |             |
|              | • Approval Vendor Use Agreements                   |             |
|              | -Approval Investment Policy                        |             |
| <b>VI.</b>   | <b>MATTERS FOR BOARD REVIEW / DISCUSSION</b>       | <b>6:55</b> |
|              | -- August Financial Report                         |             |
|              | -- Management Report/Action Items List             |             |
| <b>VII.</b>  | <b>EXECUTIVE SESSION</b>                           |             |
| <b>VIII.</b> | <b>ADJOURN</b>                                     | <b>7:00</b> |

\*Please note: These times are estimated and meant to provide a guideline.

**Prepared By:**

**Dianne Skinner – Community Management Corporation**

**Distribution:**                   **Andy Wagner**  
   **Brian English**  
   **Chuck Staats**

**Next Meeting Date:**           **December 7, 2016**