

POTOMAC SHORES RESIDENTIAL ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
Tuesday, December 6th, 2016 – 2:00 p.m.
Location: Potomac Shores~ The Shores Club Social Barn
1801 Potomac Shores Parkway, Dumfries, VA 22026

AGENDA

- | | | | |
|--------------|---|-------------|---------------|
| I. | CALL TO ORDER | 2:00 | |
| II. | APPROVAL OF THE AGENDA | | TAB 1 |
| III. | APPROVAL OF MINUTES | | TAB 2 |
| IV. | DEVELOPER UPDATE | | |
| V. | RESIDENT OPEN FORUM | 2:15 | |
| VI. | MATTERS FOR BOARD DECISION | 2:45 | |
| | -- Ratification of Prior Architectural Approvals | | TAB 3 |
| | -- Ratification of Unanimous Written Consent Items | | |
| | • Appoint Nigel Smyth Board of Directors | | TAB 4 |
| | • Approval Board Meeting Minutes October 12th, 2016 | | TAB 5 |
| | • Approval 2017 Budget | | TAB 6 |
| | • Approval Landscape Contract | | TAB 7 |
| | • Approval Auditor Recommendation | | TAB 8 |
| | • Approval Reserve Study | | TAB 9 |
| | • Approval Tree Replacements | | TAB 10 |
| | • Approval Pet Stations | | TAB 11 |
| | • Approval HVAC Maintenance Contract | | TAB 12 |
| | • Approval Supplemental Design Guidelines 6 | | TAB 13 |
| VI. | MATTERS FOR BOARD REVIEW / DISCUSSION | 2:55 | |
| | -- October Financial Report | | |
| | -- Management Report/Action Items List | | |
| VII. | EXECUTIVE SESSION | | |
| VIII. | ADJOURN | 3:00 | |
- *Please note: These times are estimated and meant to provide a guideline.

Prepared By:

Dianne Skinner – Community Management Corporation

Distribution: **Andy Wagner**
 Brian English
 Nigel Smyth

Next Meeting Date: **March 15, 2017**