



MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

MECA Board Meeting Minutes

Wednesday, April 16, 2014

The monthly MECA Board meeting was called to order at 7:29 p.m., at the Reston Regional Library, 11925 Bowman Towne Drive, Reston, VA 20190. The Board members in attendance were: Jim Zavrel, Paul Osborn, Dennis Fisher, Delores Plum, and Mike Cutler.

1. The meeting was called to order by President Jim Zavrel at 7:29 p.m.
2. The minutes of the March, 2014 MECA board meeting were approved as submitted.

3. Treasurer's Report

- a. Monthly Treasurers Report
 - i. Dominion Power-Electric \$14.38
 - ii. Returned Dues Check (NSF) \$165.00
 - iii. Returned Check Charge \$12.00
- b. Income
 - i. Dues (195 homeowners (85%)) \$19305.00
- c. Lien Status
 - i. Lien document needs to be included in packet to lawyer
 - ii. Common ground encroachment questions added to list of questions
- d. Second Notice of Dues being mailed
- e. Reimbursement for HOA Packets to Jim
 - i. Motion approved and seconded

4. ACC – Dennis Fisher

- a. Violations
 - i. Storage of ski boats in the community still an issue
- b. HOA Packet Issuance
 - i. 1 Requested
 - ii. 1 Pending

5. Playground and Common Area

- a. Leaning trees in Lyme Bay Common Area
 - i. John Madden to address tree issues
- b. Questions being forwarded to lawyer regarding encroachment of Common Area
- c. Questions regarding the second brush hogging of the common areas
 - i. Has it been done?
 - ii. Has John been paid?

6. Community Activities

- a. Date for Spring Clean Up
 - i. Changed to May 31, 2014
 - ii. To be publicized via email and Craig's List
 - iii. Easy Bins has been contacted by Adam
 1. In exchange for service at our clean up day, Easy Bins wants advertising in MECA Newsletter

7. Newsletter

- a. Spring Issue
 - i. Jennifer Wagner POC
- b. Topics
 - i. President's Comments
 - 1. Addressing of violations from Spring Inspection
 - 2. Participation by Homeowners on MECA Board
 - ii. Proposal to change By Laws

8. Old Business

- a. Michael Monroe Letter
 - i. Writer primarily concerned with the condition of the bike path between Yukon Drive and West Ox Road
 - 1. Most of that area is not in the jurisdiction of MECA
- b. Meeting with VDOT/Tom Rust March 31, 2014(Initiated and Hosted by Rose MacIntyre)
 - i. Attendees included Delegate Tom Rust and 4 Representatives from VDOT
 - ii. Topics included :
 - 1. General condition of MECA streets
 - 2. Lack of funding for past 5 years
 - 3. New funds were used for snow removal this year
 - 4. Advice was to keep calling VDOT regarding any and all issues with the neighborhood streets

9. New Business

- a. Proposed dates for the 2014 Annual Meeting
 - i. 10,11,17,18 June
 - ii. Required notice for meetings
 - 1. 30 days prior to a special meeting
 - 2. 15 days prior to the Annual Meeting
- b. Document Management Issues
 - i. A master copy of the By Laws is needed to be maintained
 - ii. Updating of all other MECA Documents is needed
 - 1. A review of past documents is needed in order to update the master documents
 - 2. Major hurdle is that PDF format documents are not easily edited
 - iii. Email list needs to be maintained

10. MECA Calendar

- a. May 28, 2014
 - i. Monthly Board Meeting 7 pm(Note change in Date and Time)
- b. June 2014 TBD
 - i. Annual Meeting
- c. June 2014 TBD
 - i. June BOD Meeting

11. Adjournment

- a. 8:24pm

Submitted by:

Michael J Cutler, Recording Secretary