



MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

MECA Board Meeting Minutes Wednesday, April 15, 2015

The monthly MECA Board meeting was called to order at 7:33 p.m., at the Reston Regional Library, 11925 Bowman Towne Drive, Reston, VA 20190. The Board members in attendance were: Jim Zavrel, Delores Plum, Paul Osborn, Jonathan Grinnon and Paul Shlesinger. Homeowners in attendance were: Cameron Eckhardt.

1. The meeting was called to order by President Jim Zavrel at 7:33 p.m.
2. The minutes of the March 18, 2015 MECA board meeting were reviewed and approved as amended.
3. Finances
 - a. Monthly Treasurers Report: Minimal activity
 - b. Dues Progress – 83% of dues have been received as of 4/15/15.
 - c. 2607 New Concorde Court update: Lawyer said to hold off for 2015 dues to send warrant in debt.
 - d. Discussion of MECA “Reserve Fund” – put reserve amount in monthly budget. Include end of year and income this year.
4. ACC Reports
 - a. Applications/Violations: several applications have been submitted.
 - b. Homeowner Disclosure Packets: Will need additional packets copied. It was suggested that we put the packet on-line.
5. Playground and Common Areas
 - a. Tree damage in Lyme Bay Common Ground: John Madden took care of tree. An estimate was requested of homeowner for fence damage.
 - b. Notice of Encroachment to New Austin neighbors: email follow-up will be sent to violators of the encroachment since registered mail was never picked up or acknowledged.
6. Community Activities
 - a. Easter Hunt – The hunt was a success with approximately 30-40 participants.
 - b. Earth Day Recycling Drive (Matthew Scherger): – Mr. Scherger will send out flyer on April 19 and pickup recycling on April 25.
 - c. Yard Sale/Community Clean-up – Cameron will send Jennifer the scheduled date of May 9 to send out to homeowners.
 - d. Date for Annual Meeting: Board chose four dates for meeting; June 9, 10, 16 or 17. Paul Osborne will find out if Fox Mill Elementary School cafeteria is available for any of those dates.
 - e. Children’s First Run is scheduled for June 20, 2015.
 - f. September 12 is scheduled for Fall Cookout.
 - g. Get date for mulch delivery so volunteers can assist.

7. Communications
 - a. Spring Newsletter – The newsletter should contain the audit information, annual meeting information, Children’s run and yard sale dates.
8. Old Business - None
9. New Business
 - a. Nominations for Board: Encourage neighbors to run for Board positions. Can have 9 members.
10. MECA Calendar
 - a. May Board Meeting – May 20, 2015 at Herndon Fortnightly Library.
 - b. Notice of annual Meeting – By-laws require 15 days advance notice. Formal letter annual meeting notice will be drafted awaiting date. Notice will also include updated proxy information and by-law change for audit.
 - c. June Board Meeting – To be determined after Annual Meeting date is confirmed.
11. Adjournment
 - a. 8:40 pm

Submitted by: Delores Plum, Recording Secretary