



MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

MECA Board Meeting Minutes Wednesday, August 20, 2014

The monthly MECA Board meeting was called to order at 7:32 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, Jonathan Grinnon and Paul Shlesinger.

1. The meeting was called to order by President Jim Zavrel at 7:32 p.m.
2. The minutes of the July 16, 2014 MECA board meeting were approved as amended.
3. Finances
 - a. Monthly Treasurers Report
 - i. No unusual activity – Check received from title company for sale of 2 homes
 - b. Outstanding Dues
 - i. Dues – One payment made; one outstanding(229 out of 230 homeowners (99%))
 - c. Collection Efforts for dues lien
 - i. Lawyer sent email regarding the preparation of a Warrant in Debt to be sent to homeowner for completion of lien process for reimbursement. Have received current check for 2014 dues. Back dues were not reimbursed. Board will allow appropriate time to pay debt and if not received in reasonable time, will start Warrant in Debt process.
 - d. Jonathan set up computer program XERO for finances and input January through August 2014 transactions under program. Jonathan also transitioned to online banking for MECA bank accounts.
4. ACC – Dennis Fisher
 - a. Applications/Violations
 - i. No applications or violations
 - b. Homeowner Packet Requests
 - i. None pending
 - c. Enforcement of Violations
 - i. Discussion regarding violations revolved around the fact that our covenants do not allow for fines for homeowner violations. In order to update covenants two-thirds of homeowners would have to approve change.
5. Playground and Common Areas
 - a. Playground Maintenance Day and follow-up
 - i. Great turnout – all projects completed. Extra mulch was delivered and spread.
 - ii. Appreciation to Richard Mellick of New Austin Ct. He assisted Jason Lynch in spreading the mulch and restructuring the borders around the swing sets.
 - iii. Status of swing set Proposal – Only 1 proposal received. That proposal noted the border issues. Jason will follow up with other companies regarding swing set proposals.

b. Follow-up on Common Ground Encroachment

- i. Board reviewed template letter for notification of homeowners prepared by lawyer. Board members can send in suggested changes to template letter by end of August. Jim will modify template and send to board members for vote via email. When final template is completed, letters will be sent to the six homeowners in violation of the encroachment.

6. Community Activities

- a. National Night Out – August 5th. Not a big turnout this year.
- b. Social Committee Report – Cameron and Carrie have received interest from approximately 10 to 20 families interested in the September 6 picnic. Board members were asked to encourage neighbors to attend for a good turnout. Numbers are required for purchase of food needed for attendees.
- c. Neighborhood Vandalism – none recently reported

7. Communications

- a. Facebook update. No response to date

8. Old Business

- a. No old business.

9. New Business

- a. Pipe stem Sign Discussion
 - i. Homeowner approached Board regarding a pipe stem sign needing replacement. Jim contacted the State and County regarding these signs and found out neither entity is responsible for these signs. Homeowners living on the pipe stems are responsible for replacement signs since they are private drives. Board had been provided a template created by Jason Lynch with an estimate of \$70 for each sign. Board will contact homeowners living on the affected pipe stems. The board has approved the payment of such signs if agreed by homeowners.

10. MECA Calendar

- i. September Board meeting – September 17, 2014
- ii. October Board meeting – Dennis will check availability of larger conference room in various venues to accommodate the invitation of Elected Officials attendance.

11. Adjournment

- a. 8:52 pm

Submitted by: Delores Plum, Recording Secretary