



# MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

## MECA Board Meeting Minutes Wednesday, July 16, 2014

The monthly MECA Board meeting was called to order at 7:35 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. Homeowners in attendance were: Adam Shubert, Cameron Eckhardt and Carrie Mendelsohn.

1. The meeting was called to order by President Jim Zavrel at 7:35 p.m.
2. The minutes of the June 25, 2014 MECA board meeting were approved as amended.
3. Treasurer's Report
  - a. Monthly Treasurers Report
    - i. No unusual activity
  - b. Income
    - i. Dues (228 out of 230 homeowners (99%))
  - c. Reimbursement for expenses
    - i. Incurred by Paul
      1. \$231.15 Summer Newsletter Click2 Mail
      2. \$20.56 Four Certified letters
    - ii. Incurred by Adam  
\$29.66 Refreshments for Annual Meeting
    - iii. Jonathan would like to move accounting records into Financial Software package for ease of use. The board approved an annual amount of up to \$100 for this financial software package to Jonathan.
4. ACC – Dennis Fisher
  - a. Applications/Violations
    - i. Dennis checked out properties Mr. Prater had mentioned in the June 25, 2014, meeting regarding front patios:
      1. 13020 New Austin Court – patio is there but no ACC approval in file
      2. 13053 Monterey Estates – small patio behind trees – Could not see from street line.
    - ii. Violation issued to Mr. Moss via certified mail. Mr. Moss did not pick up letter so was returned to MECA. Ski doos still sitting in front yard and still an issue. Jim will review covenants to see if we can fine for non-compliance and may consult with lawyer.
    - iii. Cameron asked if trees could be trimmed over sidewalks. Dennis will check with VDOT. Cameron will check with code on trees overhanging sidewalks. Offenses were requested to be sent to Dennis.
5. Playground and Common Area

- a. Report on 7/2/14 teleconference between Ms. Dolson, Jim and Jonathan. Meeting lasted 27 minutes.
  - i. Laws have changed to deal with encroachment.
  - ii. HOA has no distinct method on encroachment option.
  - iii. The offenders will need to be notified that encroachment has occurred.
  - iv. The board has right of access to properties with a stated purpose.
  - v. Board is concerned damage to homeowners properties could be considered HOA responsibility.
  - vi. Dennis will check if approval was provided for the fencing on these 6 properties in question.
  - vii. Ms. Dolson will send out template letter to Board so we can send to homeowners in approximately 4-6 weeks. Letter will include that encroachment could hold up sale of home in future and will identify that the HOA is on record that encroachment has occurred and notice to homeowner has been served.
- b. Report on vandalism to tennis court from July 4<sup>th</sup> fireworks. Jason Lynch indicated that the recent rain had cleaned most of the smoke damage and does not affect use of court. Jason also cleaned the basketball court of chalk drawings.
- c. Swing Set – Jason sent out a request for quotes for new swing sets. Should get information back to Board from Jason by the end of July.
- d. Playground Maintenance Date – July 26, 2014 from 9:00 am to 12 noon. Jennifer Wagner will send out email blast requesting volunteers for tasks to include mulch, cleanup, etc.

#### 6. Community Activities

- a. National Night Out – August 5<sup>th</sup>. Encourage neighbors to go out to meet and greet law enforcement.
- b. Social Committee Report – Cameron and Carrie are looking at September 6<sup>th</sup> for MECA Community picnic.

#### 7. Communications/Newsletter

- a. Summer Newsletter went out electronically July 8 and mailed July 15.
- b. Website Update – Paul Osborn will update.
- c. Facebook – Jennifer Wagner has been administering the Facebook page. Cameron volunteered to assist Jennifer with Facebook.

#### 8. Old Business

- a. No old business.

#### 9. New Business

- a. Forum with Board. Jim will invite Delegate Rust to October Board meeting.

#### 10. MECA Calendar

- i. August Board meeting – August 20, 2014
- ii. September Board meeting – September 17, 2014

#### 11. Adjournment

- a. 8:50 pm

Submitted by: Delores Plum, Recording Secretary