



MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

MECA Board Meeting Minutes

Wednesday, June 25, 2014

The monthly MECA Board meeting was called to order at 7:33 p.m., at the Herndon Fortnightly Library, 768 Center Street, Herndon, VA 20170. The Board members in attendance were: Jim Zavrel, Paul Osborn, Dennis Fisher, Delores Plum, and Jonathan Grinnon. Homeowners in attendance were: Adam Shubert, Cameron Eckhardt and Carrie Mendelsohn.

1. The meeting was called to order by President Jim Zavrel at 7:33 p.m.
2. The minutes of the May 28, 2014 MECA board meeting were approved as amended.
3. Treasurer's Report
 - a. Monthly Treasurers Report
 - i. No unusual activity
 - b. Income
 - i. Dues (226 out of 230 homeowners (98%)) \$2640.00
 - ii. No activity on outstanding lien
 - c. Reimbursement for expenses incurred by Paul
 - i. Newsletter Click2Mail
 1. \$233.45
 - ii. Motion approved and seconded
4. Election of Officers
 - a. Jim Zavrel agrees to remain President
 - b. Paul Osborn would like to relinquish role as Treasurer. Jonathan Grinnon agrees to be Treasurer.
 - c. Delores Plum agrees to be Secretary for the remainder of term as long as she is living in Monterey Estates.
 - d. Paul Osborn is willing to be Vice President for the foreseeable future. Jim will speak with Paul Shlesinger to see if he would be interested in the Vice President position.
5. ACC – Dennis Fisher
 - a. Applications/Violations
 - i. Appeal Hearing for denial of acc request for patio for Craig Prater of 13012 New Arden
 1. Mr. Prater provided the board drawings, pictures, and description of requested patio. He will have a wood floor no higher than the front stoop and will consider other material. If using wood he will maintain. He will have landscaping and potted plants so that patio is blocked by vegetation. He wants to have a hose wheel and bench on the patio. He provided pictures of other Monterey Estates homes that have front patios without porches:
13020 New Austin Court – no porch but has front patio
13010 New Arden Court – small patio

13053 Monterey Estates – small patio behind trees

2. All members of the board were asked to vote on previous appeal. Based on mitigating circumstances, unity of concept and design, and future maintenance of such, the board granted the acc request for the patio.
 3. Storage of boat on 2629 New Banner for approximately 1 month.
 - b. New members to the ACC Committee: Anne Himes and Mike Hadjimichael
 - c. Homeowner Packet Request
 - i. 2644 New Banner (Gulakowski)
 - d. Can parking permits be requested for parking of recreational vehicles such as RV's. Guidelines state no more than 72 hours. Permit parking is not an option from the state or county.
6. Playground and Common Area
- a. Playground Equipment
 - i. Jason Lynch wants to have Playground Maintenance Day for mulch, erosion, etc. Board will email Jason for dates.
 - b. Correspondence with lawyer regarding encroachment issues
 - i. Lawyer did acknowledge receipt of encroachment issue. It took approximately 20 days to respond. The Board continues to express concern on Ms. Dolson's unresponsiveness. The Board will look into the possibility of seeking another HOA lawyer.
 - ii. Clarification on common ground encroachments:
 1. Responsibility as Board to notify and take down fences and/or sheds.
 2. Focus on 6 properties where fences and/or sheds encroach on common ground.
 3. Review documents and property law – instruct to move immediately or identify and will have to replace/remove in future
 4. Liability issues regarding trees, etc. are a concern due to the encroachment.
7. Community Activities
- a. New Social Committee consisting of Cameron and Carrie. They have volunteered to assist in social activities and other services. They will bring ideas to the July meeting.
8. Communications/Newsletter
- a. Summer newsletter issue should go out early July.
 - i. Recap of Annual Meeting – Jim
 - ii. Results of Election – Jim
 - iii. National Night Out – Rick Foelsch
 - iv. Playground Maintenance
 - v. Mail-Out Process Discussion – Mail out newsletter with post card next time around to indicate newsletter can be found on website meca.org.
 - b. Website Update
 - c. Newsletter – Jennifer Wagner putting out next week.
 - i. Jim will recap
 - ii. Welcome new neighbors
 - iii. Carrie – the Fall issue will have information for daycare/playdates.
9. Old Business
- a. Management of Documents
 - i. Need someone to review and update
 - ii. Addresses need updating

- iii. Website – work on
- iv. Update Board documents
- v. Update secure passwords
- vi. Update bank account passwords – Jonathan

10. New Business

- a. No new business

11. MECA Calendar

- i. July Board Meeting – July 16, 2014 at Reston Library
- ii. August Board meeting – August 20, 2014
- iii. September Board meeting – September 17, 2014
- iv. Explore September or October meeting – Jim will try to get Delegate Rust to table.

12. Adjournment

- a. 9:02 pm

Submitted by:

Delores Plum, Recording Secretary