



# MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

[www.mecahoa.org](http://www.mecahoa.org)

## MECA Board Meeting Minutes Wednesday, May 20, 2015

The monthly MECA Board meeting was called to order at 7:46 p.m., at the Herndon Fortnightly Library, 768 Center Street, Herndon, VA 20170-4640. The Board members in attendance were: Jim Zavrel, Delores Plum, Paul Osborn, Dennis Fisher, Jonathan Grinnon and Paul Shlesinger. Homeowners in attendance were: Cameron Eckhardt and Carrie Mendelsohn.

1. The meeting was called to order by President Jim Zavrel at 7:46 p.m.
2. The minutes of the April 15, 2015 MECA board meeting were reviewed and approved as amended.
3. Finances
  - a. Monthly Treasurers Report: Minimal activity
  - b. Dues Progress – Jonathan will update in case second notices need to be sent out.
  - c. 2607 New Concorde Court update: Jonathan will check to see if 2015 dues were paid. If delinquent, we will authorize Lawyer to send warrant in debt.
4. ACC Reports
  - a. Applications/Violations
    - i. Cleared up New Austin Court application.
    - ii. 2620 New Concorde Ct – Setback does not allow for a 2-car garage but if provided permits by the county the board approved for the driveway to be expanded.
  - b. Street Sweeping/Paving Initiative – Street sweeping was completed for a second time. 2016 paving is scheduled; however, State budget will dictact.
  - c. Hand-off of Homeowner Disclosure Packets – Paul Osborn will take over duty temporarily.
5. Playground and Common Areas
  - a. No report. Need to ask Jason Lynch if he would like to continue to take care of playground issues.
  - b. Notice of Encroachment to New Austin neighbors: Mail was resent to homeowners.
  - c. Lyme Bay fence issue is closed since estimate was never provided.
6. Community Activities
  - a. Yard Sale – Not enough communication. Very low response.
  - b. Annual Meeting – Scheduled for June 8.
    - i. Need proposed changes to by-laws. Jonathan will send change to board for comment and confirmation.
    - ii. Announcement Letter for Annual Meeting will be sent out week of May 25.
7. Communications
  - a. Spring Newsletter – Important to get out but Board needs to decide how, i.e. mail, email, email notice for homeowners to check mecahoa.org.
8. Old Business – Reserve Study. Deposit made in 2013. Need to provide information to contractor.

9. New Business

- a. Nominations for Board: Encourage neighbors to run for Board positions. Can have 9 members.
- b. Resignation: Jim Zavrel will be closing on home sale June 3, so Jim provided resignation in accordance with Board rules. He can attend Annual Meeting.

10. MECA Calendar

- a. June Board Meeting – June 17, 2015 at Reston Regional Library.

11. Adjournment

- a. 8:55 pm

Submitted by: Delores Plum, Recording Secretary