



# MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

## MECA Board Meeting Minutes Wednesday, November 19, 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, Dennis Fisher, Delores Plum, Jonathan Grinnon and Paul Shlesinger. Homeowners in attendance were: Cameron Eckhardt .

1. The meeting was called to order by President Jim Zavrel at 7:32 p.m.
2. The minutes of the September 17, 2014 MECA board meeting were Reviewed and approved.
  - a. Discussion of topics of interest
    - i. Candlelight Vigil – Jim requested adequate police protection. He also contacted Monroe Manor regarding the vigil. The Langley Principal contacted South Lakes Principal having been informed of the vigil. 8-10 police were there; the vigil was respectful, quite and somber event. 200-300 were in attendance. No issues.
    - ii. Basketball Court Damage - The candles used for the vigil damaged the basketball court. Contact will be made to Bishop for advice on repair.
    - iii. Graffiti on Monterey Estates Dr. – Unknown regarding the status of graffiti events.
3. Review October Special Meeting with Delegate Rust
  - a. Monterey Estates scheduled for paving in 2016. Jim will publish the maintenance number to call for patching of potholes and such.
4. Finances
  - a. Monthly Treasurers Report  
No unusual activity – Minimal transactions. Jim or Jonathan will contact Adam regarding a returned check.
  - b. Expiration of Certificate of Deposit (CD)  
Jonathan will roll over CD into a Money Market account.
  - c. Collection Efforts for dues lien  
2607 New Concorde Ct owners paid 2014 dues but 2012/13 dues still outstanding with interest. Jim will contact lawyer regarding Warrant in Debt process.
  - d. Legal billing issues.  
Outstanding debt due to lawyer. Jonathan will contact lawyer for clarification in billing.
5. ACC – Dennis Fisher
  - a. Applications/Violations - No applications or violations.
  - b. Jim and Jonathan will work out a schedule to pick up the mail on a regular basis.
6. Playground and Common Areas
  - a. Common Ground Encroachment – Only 1 out of 7 violation notices were received. Jim checked with USPS and they made two attempts to deliver with notices at each residence, and

after 6 weeks, 6 of the letters were returned to MECA HOA. Jim will send regular letters and email requesting homeowners pick up Certified Return Receipt Mail.

- b. Damage to basketball court - Paul asked about purchasing covers for the tennis and basketball court to protect them from damage. It was agreed that would not work.
- c. Bigger signs need to be considered for common areas for visual effect.

7. Community Activities

- a. Santa's visit for December 6 - No rain date is scheduled. Cameron and Carrie provided a tentative plan for the visit regarding setup, food, Santa visit, etc. The board approved the plan.
- b. Holiday Decorating Contest – We will again have \$50 Lowes gift certificates to the winners of day and night decorating. All voting by board members need to be submitted by December 20.

8. Communications

- a. December newsletter – Jim will consult with Jennifer to see if there is enough information to warrant sending out a newsletter.

9. Old Business

- a. DPOR registration – need documentation for number of dues paid.

10. New Business

- a. Insurance Renewal – motion approved for \$68 increase over the \$2600 planned budget for insurance payment.
- b. Insurance Certificate – Paul Osborne's file will be checked for audit. Jonathan will talk to Auditor to see if time frame can be accelerated and bring audit information up to date.

11. MECA Calendar

- a. December Board Meeting: Preliminary Budget Discussion – December 17, 2014
- b. January Board Meeting: Approve 2015 Annual Budget – January 21, 2015
- c. February Board Meeting – February 18, 2015

12. Adjournment

- a. 8:41 pm

Submitted by: Delores Plum, Recording Secretary