



MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

MECA Board Meeting Minutes Wednesday, November 18, 2015

The monthly MECA Board meeting was called to order at 7:31 p.m., at Reston Regional Library, 11925 Bowman Towne Drive, Reston, VA 20190. The Board members in attendance were: Paul Osborn, Delores Plum, Dennis Fisher, Jonathan Grinnon and Cameron Eckhardt.

1. The meeting was called to order by Paul Osborn at 7:31 p.m.
2. The minutes of the October 21, 2015 MECA board meeting were reviewed and approved.
3. Finances
 - a. Monthly Treasurers Report:
 - i. Payments made for playground installation, mulch, and reserve study.
 - ii. Jonathan will contact homeowner for payment shortage of 2015 HOA dues. Jonathan tried to contact homeowner for double payment, but no response received.
 - iii. Budget in good shape to date.
 - b. HOA packets – The packets have been scanned and are available for electronic issuance. They are in documents as a portfolio which makes them easy to update. Jonathan will add the DPOR certificate and Insurance certificate to HOA packet.
4. ACC Reports
 - a. Applications/Violations – Nothing in the last 30 days.
5. Playground and Common Areas
 - a. Jason Lynch completed the border behind the swings and sod work.
6. Community Activities
 - a. Caroling and Christmas Party – Finalizing date concentrating on December 19, 2015.
7. Communications
 - a. Appeal for volunteers – Paul Osborn hasn't sent out request yet but will try soon.
8. Old Business
 - a. Reserve Study – The reserve study was updated. Paul Osborn will add to the MECA website.
9. New Business – Jonathan provided a trial 2016 budget. The Board members will review and discuss at the next meeting.
10. MECA Calendar
 - a. December Board Meeting - December 16, 2015 at Reston Regional Library.
11. Adjournment
 - a. 8:12 pm

b. Submitted by: Delores Plum, Recording Secretary