



# MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

www.mecahoa.org

## MECA Board Meeting Minutes Wednesday, September 17, 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: Cameron Eckhardt and Carrie Mendelsohn.

1. The meeting was called to order by President Jim Zavrel at 7:32 p.m.
2. The minutes of the August 20, 2014 MECA board meeting were Reviewed and approved.
3. Finances
  - a. Monthly Treasurers Report  
No unusual activity – Minimal transactions.
  - b. Outstanding Dues  
Dues – One outstanding (229 out of 230 homeowners (99%))
  - c. Collection Efforts for dues lien  
No update
  - d. Jonathan demonstrated computer program XERO to board members.  
Jonathan mentioned that we should open a Money Market account since the CD was not accruing much interest. He also suggested that we split funds from the checking account from the Money Market account since a majority of funds were in the checking account.  
Board agreed on policy that expenses less than \$100 can be purchased using the debit card Jonathan set up for the checking account. Any expenses over \$100 will require Board approval and proof of receipt needs to be input.
4. ACC – Dennis Fisher
  - a. Applications/Violations - No applications or violations
  - b. Homeowner Packet Requests  
None pending
  - c. Homeowner Inquiry – Bob Jackson had questions regarding street signs, bus service, and notices on mailboxes. Mr. Jackson was informed by Jim that the complaints regarding notices on mailboxes need to be filed with USPS. Jim also explained that the other issues were out of the jurisdiction of the Board.
5. Playground and Common Areas
  - a. Common Ground Encroachment – Letters were sent out to all six homeowners on 9/14/14 that encroached on common property via Certified Return Receipt mail. Only one had been received at time of Board Meeting by the Bells. Jim had to explain to the Bells the reason for the notice and provided copy of the survey conducted. Jim will check with USPS and see if the other notices have been picked up.
6. Community Activities

- a. Community Picnic on September 13 was a success. We had approximately 60 to 70 in attendance. Cameron submitted a receipt for the food the Board provided for reimbursement.
- b. Social Committee Report – The Santa visit was discussed. Cameron and Carrie wondered if it could be held at Foxmill Elementary. The Board stated it probably could but would not be attended by many since it is not on common property and within walking distance. A date of December 6 or December 13 was suggested.

7. Communications

- a. Fall Newsletter was due out by September 20.

8. Old Business

- a. Brief update on the pipestem signs. We are waiting for residents approval.

9. New Business

- a. Website – Paul Osborn would like to set up commercial website hosting the HOA for non-profit platform. The Board voted and approved.

10. MECA Calendar

- a. October Board meeting – Meeting rescheduled for October 22 at Reston Library for larger conference room to accommodate of Elected Officials that are invited.

11. Adjournment

- a. 8:42 pm

Submitted by: Delores Plum, Recording Secretary