

Montpelier Community Association, Inc.

Board of Trustees Meeting Minutes Deerfield Community/Recreation Center, Preschool Room May 10, 2005

Trustees in Attendance: John Bertak, David Hartley, Miya John, Paul McCullagh, Susan Mathis, Jeri Witt and Lucy Young.

Trustees absent with cause: None.

Community Members present: Richard Dengler and Mary Hughes.

The meeting was called to order at 6:48 PM. A quorum was present for conducting business.

Trustee McCullagh made a motion for Trustee Hartley to fill the vacant position of treasurer. The motion was seconded and passed with one abstention. There is still another vacancy on the board.

SOCIAL AND RECREATION, Miya John, Chair

Trustee John has received several calls about the community yard sale. She researched advertising in the Laurel Leader, the Gazette, and the Penny Saver. A motion was made to advertise in the Penny Saver for one week. The motion was seconded and passed unanimously.

Secretary's Report, Lucy Young:

Trustee Young presented the April minutes. A motion was made to approve the minutes and passed unanimously.

Treasurer's Report, David Hartley:

Trustee Hartley distributed the treasurer's report (copy attached). Highlights:

- Current CPA, although in Gaithersburg, specializes in Home Owner Associations and offers MCA a good rate. Trustee Hartley would not recommend changing to a local CPA.
- Current arrangement with the Administrative Assistant copying and depositing the checks, and providing documentation to the treasurer would remain in place.
- The treasurer requests proper documentation before issuing reimbursements.
- The treasurer requests that all bills go to the post office box.
- Trustee Hartley would like to upgrade the QuickBooks 2003 to the newest version for about \$300. He also recommends the QuickBooks On Line version for approximately \$240. The password and registration for the 2003 version have been lost.

Trustee Witt asked the treasurer to research deposits to the Benevolent Fund and give her an accounting. **ACTION REQUIRED.**

The board discussed upgrading the QuickBooks. A motion was made to approve the QuickBooks On Line version at \$190 a year (includes 20% discount for non-profits). The motion passed unanimously. Trustee Hartley will research discounts for upgrading the 2003 version also. **ACTION REQUIRED.**

Trustee Bertak reported that the Investment Committee will be meeting again and will have recommendations at a future meeting. **ACTION REQUIRED.**

29 assessments remain outstanding.

Committee Reports:

FACILITIES, Richard Dengler, Chair

Mr. Dengler reported:

- The water was not turned on at the pool because the address is listed as 12401 in county records, but the sign says 12301. Mr. Dengler would like to change the sign to read 12401. Trustee Hartley expressed concern the DSL line was listed under 12301. A motion was made to change the sign to read 12401. The motion passed with one abstention.
- The pool inspection will be later this week.
- Coping tiles need to be replaced in the pool and the baby pool. As part of the competitive process of selecting the management company, it was understood that some maintenance work would be required of the company selected. The repair work should total approximately \$5,600.
- There is \$1,000 in the budget to purchase new pool furniture. Trustee Mathis volunteered to speak with former Trustee Douville regarding new furniture. **ACTION REQUIRED.**
- Increasing the fence height will be researched further. **ACTION REQUIRED.**

TRAFFIC

Silverbirch Lane and Ethan Court will be repaved in Fiscal Year 2006. That money will be available after July 2006.

ACCC, Jeri Witt, Chair

Trustee Witt reported:

- Shed and fence approved.
- Pool approved, but fence approval is on hold.
- Fine levied for bringing a boat home before April 30.
- Letters being sent to all homes without visible address numbers. Fines will be assessed. Help is available to seniors or others unable to comply with the requirement.

GOVERNING DOCUMENTS, Ken Busic, Chair

No report.

SECURITY, Richard Dengler

Mr. Dengler reported that three cars have been stolen. The CSA program is starting. Signs will be purchased for cars patrolling the neighborhood. The major in District VI has not given Mr. Dengler a contact person or number to call. Mr. Dengler will contact him again.

Trustee Hartley asked about securing the new PC at the pool. Mr. Dengler will purchase a box and bolt it to the floor.

ACTION REQUIRED.

WEB COMMITTEE, David Hartley, Chair

Trustee Hartley ordered the new PC. He is working on the interactive calendar and bulletin board. **ACTION REQUIRED.** A new group moderator has joined the committee. A motion was made to approve the new moderator. The motion passed unanimously.

POOL COMMITTEE

Trustee Witt reported that the pool committee has disbanded after completing the pool rules and regulations. The two photo sessions are scheduled at Deerfield Center and all questions should be directed to Trustee Witt or Ms. McCullagh. Trustee Witt proposed allowing children and grandchildren of residents to use the pool. Further research is needed. Guest passes will not be on the computer, but will still be printed out. Training of the gate attendant is needed.

Old Business:

Trustee McCullagh reported that there is a hearing in Circuit Court on June 3 (*MCA v. Doyle*).

Trustee Witt has been unable to locate a company to install the community sign.

Trustee Witt will call again to have the dumped furniture removed. **ACTION REQUIRED.**

Mr. Dengler called about missing cable box covers and above ground wiring. They were fixed, but now there are some new ones. He will call again as needed.

New Business:

The board decided against raising the cost of resale packages to \$50 and refunding \$25 once the new owner affidavit is returned to the MCA

There is an ongoing problem with a group home failing to cut their grass. Trustee Witt asked if the board could have it cut and bill them. The attorney will be consulted. **ACTION REQUIRED.**

Annual meeting date is September 18. Other HOA's have their annual meetings at Capitol College. The cost is \$100 and offers stadium seating, application and other amenities not available at the current location (Deerfield Elementary auditorium). Trustee McCullagh asked board members to consider whether this would be advantageous to the community. **ACTION REQUIRED.**

Comments from Attending Members:

An increase in the payment for newsletter delivery was presented to the board. The request was to raise the rate from \$75 to \$100. The next delivery will be after the next board meeting so some additional information will be gathered. **ACTION REQUIRED.**

Mr. Dengler asked if the lawyer has ever answered the definition of "single family dwelling." **ACTION REQUIRED.** The next meeting will be held on the second **Tuesday of June, June 14, 2005 at 6:45** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 8:30 P.M. The motion passed unanimously.