

MONTPELIER COMMUNITY ASSOCIATION, INC.

Board of Trustees Meeting Minutes

Deerfield Community Center

December 9, 2008

Trustees in Attendance: Richard Dengler, Bob Derrick, Patricia Douville, Lillian Fazio, Damian Fedoryka, Chris Harris, Tim Jacobs, Jack Keating and Paul Petit.

Trustees Absent with Cause: None.

Community Members Present: Anna Bacarella, Joe Bacarella, Paul Buehler, Mary Derrick, Tony Fleming, Mary Hughes, Marcia Segura, Kendra Wagner and Jeri Witt.

President B. Derrick called the meeting to order at 6:47 PM. There was a quorum to conduct business.

Secretary's Report: Patricia Douville

Trustee Douville presented the minutes of the November 2008 meeting. A motion was made and seconded to approve the minutes and they were approved unanimously.

Treasurer's Report: Lillian Fazio

- Signature cards were completed for the Chevy Chase account for Trustee Derrick, Trustee Fazio, and Trustee Douville.
- November 25, 2008 three Reserve Fund CD's matured (\$148,242) which were deposited in the checking account. On November 26, the entire amount was deposited in an ING business savings account earning 2.8%. This was done so that funds would not be tied up in another CD should they be needed for immediate common grounds repairs.. Trustee Derrick and Trustee Fazio have access to the account.
- There is \$315,430 in the Reserve Fund.
- The 2009 budget was presented. The pool contract, utilities, common grounds/maintenance were increased over the 2008 amounts. A full audit is needed because we haven't had one in three years. Bonding insurance was added and \$200 will be budgeted. Trustee Derrick checked with our insurance coverage and additional bonding insurance should be secured. ACTION REQUIRED. Trustee Keating made a motion to accept the budget as amended and Trustee Douville seconded. The motion passed unanimously.
- A print out was presented showing all checks written over the past two months and a profit and loss statement. Some of the common, recurring bills are being paid on-line and they do not require two signatures like a written check.

COMMITTEE REPORTS

ACCC: Marcia Segura, Chairperson

Ms. Segura suggested that the ACCC voice mail box be bundled with the pool telephone, MCA information line, and an official Montpelier line. A single Montpelier line would be professional and continuity would be maintained. Ms. Segura was asked to research this. ACTION REQUIRED. ACCC surveys and recordation of email and telephone complaints was discussed. Trustee Keating said that the bylaws allow the committee to create guidelines and these guidelines have been accepted by previous boards. Trustee Fedoryka said that there is a conflict of interest. Trustee Fedoryka made a motion to direct the ACCC to cease surveys. Trustee Harris seconded the motion. Several board members wanted time to review the guidelines and the governing documents. Trustee Derrick made a motion to table this until next month and the motion passed unanimously. ACTION REQUIRED. Ms. Segura needs to update Section 5.1 of the guidelines because they are done monthly rather than quarterly. ACTION REQUIRED.

Benevolent Fund: Jeri Witt, Chairperson

Ms. Witt reported that the account balance is \$5,487. There was no activity this month.

Facilities: Paul Petit, Chairperson

The Medina contract expires in March and Trustee Petit asked the board to review the current contract which he sent out by email. The board's comments will be used when seeking new bids. ACTION REQUIRED. The slide replacement part was ordered, but has not yet been received. Trustee Petit paid for the part.

The results of the Common Grounds survey was presented. (Copy attached). ACTION REQUIRED Mr. Buehler provided a list of suggested repair and upgrades that will be incorporated into the master list.

Pool Committee:

Mr. Buehler is expecting to get some additional members. The pool is winterized and the bill can be paid. Mr. Buehler expressed concern about getting concrete and decking work done before the pool opens because the county is slow in approving permits. Mr. Buehler presented two quotes for sand filters. The backwash fee is no longer required so sand filters would be more efficient and economical. Trustee Derrick asked for a complete packet of information be sent to the board for consideration. Mr. Buehler also proposed purchasing an adult slide. A new slide would cost \$20,000, but a used one can be purchased for \$4,000. He will investigate insurance requirements, maintenance and management issues and send them to the board. The kiddie slide may be moved to a shallower depth if possible. Mr. Buehler will contact the insurance agent regarding insurance issues and additional costs. Trustee Jacobs asked if a new county requirement concerning the pool bottom drains will affect our pool and Mr. Buehler reported that Lighthouse is working on an estimate for retrofitting the drains and it shouldn't be very expensive. ACTION REQUIRED.

Security Committee: Richard Dengler, Chairperson

Trustee Dengler and Trustee Derrick attended a county crime meeting in November. Vacant houses have become an issue in the county. Thefts from cars are a problem and Trustee Dengler cautioned everyone to keep items out of sight in their cars. He asked that the question regarding video cameras for the neighborhood be removed from the upcoming survey because the evidence obtained is not admissible in court. He would like to purchase four or five "No Solicitation" signs for the neighborhood. ACTION REQUIRED.

Communications Committee: Tony Fleming, Chairperson

Trustee Jacobs created a continuity folder and he and Mr. Fleming are finalizing the transition. The website has been updated. Mr. Fleming is working on transferring the billing information to the MCA and off his personal account. Trustee Jacobs will post the approved minutes and the Christmas light contest. A "sharepoint" for the ACCC still needs additional research. ACTION REQUIRED.

Governing Documents Committee: Jeri Witt, Chairperson

Ms. Witt sent out Articles I and II and explained how the proposed changes will be displayed and justified, including any required by the Maryland Homeowners Act. Ms. Witt suggested printing the revisions in color to highlight the changes. The committee will address Articles III and IV at their next meeting. Any petition to change the bylaws must be filed with the Secretary and a Member Meeting must be called to vote on the amendments. No comments were received from the board on the survey. Trustee Derrick asked the purpose of the survey and encouraged the board to review the survey and add comments.

Old Business:

Trustee Keating contacted two additional companies regarding the dumpster at the pool. He discovered that the company that gave him the first estimate only supplies large dumpsters. ACTION REQUIRED.

Trustee Fedoryka made a motion to lower the assessment. He amended the motion to lower the assessment to \$250 and the motion died for lack of a second. Trustee Fazio felt the assessment should be raised based on the improvements that board would like to do, but she was reluctant to recommend that due to the current economy. Trustee Fedoryka made a motion to leave the assessment at the current level, \$255. Trustee Harris seconded the motion and it passed unanimously.

Trustee Derrick will amend the assessment form to add demographics and the option of receiving the newsletter electronically. ACTION REQUIRED.

Ms. Witt organized the Holiday Lighting Contest for Tuesday, December 16. The judges are M. Hughes, S. Mathis, K. Wagner and J. Witt. The information will be given to Trustee Jacobs for the website. ACTION REQUIRED.

New Business:

The next newsletter deadline will be December 24 due to the holiday vacation plans of the printer.

Mr. Bacarella presented information regarding his repairs. At the November meeting the \$500 fine imposed by the ACCC had been tabled pending the completion of repairs by December 31. Mr. Bacarella signed a contract on November 26, which he presented that to the board, that required all work to be completed within 30 days. Trustee Derrick made a motion to hold the fine in abeyance until the next board meeting. Trustee Jacobs seconded the motion and it passed unanimously.

The contract for newsletter delivery should be revised to add a penalty for failure to deliver the newsletters within a week and that no payment will be issued until extra newsletters have been delivered to the individual responsible for the resale packages. ACTION REQUIRED.

The ACCC asked the board to consider a sign or additional information on the letterhead identifying the community as a covenant-controlled community. Trustee Derrick suggested a one page handout be added to the resale package or newsletter. ACTION REQUIRED.

The Criscuoli's want to continue the grounds maintenance through the winter months. They supplied a contract to the board. Trustee Derrick made a motion to accept the contract for trash pick-up (no more than once a week) at an additional cost of approximately \$300. Trustee Fedoryka seconded and the motion passed unanimously.

Trustee Harris and his family will be moving and he resigned from the board. A new trustee will be appointed at the next meeting. ACTION REQUIRED.

The next meeting will be held on **Tuesday, January 13, 2009 at 6:45** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 9:34 P.M. The motion passed unanimously.