

# MONTPELIER COMMUNITY ASSOCIATION, INC.

## Board of Trustees Meeting Minutes

Deerfield Community Center

January 11, 2011

**Trustees in Attendance:** Bob Derrick, Patricia Douville, Dave Eisenberg, Lillian Fazio, Tony Fleming, Tim Jacobs and Jack Keating.

**Trustees Absent with Cause:** Paul Buehler and Richard Dengler

**Community Members Present:** Mary Derrick and Mrs. Cecille Morse, Roger Everhart

President B. Derrick called the meeting to order at 7:02 PM. There was a quorum to conduct business.

### **Secretary's Report: Tricia Douville**

The minutes of the December 2010 board meeting were reviewed and amended. Trustee Jacobs made a motion to accept the amended minutes. Trustee Fazio seconded the motion and it passed unanimously.

### **Treasurer's Report: Lillian Fazio**

- The treasurer provided a report to the board members. A new CD was not opened because the rates are not much higher than what we are receiving.
- QuickBooks 2011 was purchased for \$190.79.
- W2's are ready for the accountant and he will charge \$175 to prepare.
- As one winner of the Holiday Lights Contest did not pay the 2010 assessment, the \$25 award will be put to the outstanding bill to the association. A letter and statement will be sent to the member.
- Two years still need to be audited or reviewed. The accountant charges— Formal Audit \$5,000-\$6,000; Review Audit \$2,000 -\$3,000; Compilation Audit \$1,000 -\$2,000 (review the books). Either way the accountant cannot start this work until May. Trustee Jacobs made a motion to do a Compilation Audit of 2009 and 2010. The motion was seconded by Trustee Fleming and passed unanimously. Trustee Derrick suggested that the Governing Documents Committee review the audit requirement in the bylaws. Some members felt that a full audit should be done every three years or when Treasurers change.

### **ACCC: Michael Boddie, Chairperson**

- Trustee Keating reported on the meeting activities. The ACCC received a response from the owner charged with feeding the vultures. M. Boddie received many phone calls and messages also. One committee member spoke with the owner who insists that she is not feeding the vultures and does not know how to get rid of them. A community member and neighbor reported that the vultures were fed a turkey in December and he will get proof of this for further action.
- All trailers and boats have been put into storage.
- A list of the section assignments will be given to the board. Trustee Derrick asked who had access to the ACCC groupsite.

### **Communications Committee: Tim Jacobs, Chairperson**

- The committee met and approved the protocols (written in 2007). Members are T. Jacobs, P. Katz, M. Hughes, T. Fleming, C. Rucker and J. Hanagan. Trustee Jacobs was elected Chairperson and Trustee Fleming will be the web administrator/manager. Trustee Keating made a motion to approve the members and protocols. Trustee Eisenberg seconded the motion and it passed unanimously.
- Trustee Jacobs will get the treasurer the bill for web services. They should be given her email address so that they contact her in the future.
- Trustee Fleming has updated and created a new look for the website. He needs full access and password to finish the updated web design. The Communications Committee needs to approve the new look.
- Trustee Jacobs is changing his personal email companies. He is getting messages even when they appear rejected.
- An informal facebook page for the community has been started by Susan Thompson. (facebook.com/montpeliermd). This is a social network, not monitored, and not part of the community association.

**Facilities Committee: Richard Dengler and David Eisenberg, Co-Chairpersons**

- Trustee Eisenberg reported that he and Trustee Dengler fixed the swing set and signs around pool.
- There is yellow tape which has blown into the fencing which needs to be removed; wood needs to be replaced/fixed on playground and tennis court benches.
- Trustee Dengler is assembling the three quotes needed for replacing the tennis court fence.

**Pool Committee: Paul Buehler, Chairperson**

Trustee Derrick reported that Trustee Buehler sent all board members an email with three pool management contract bids attached: Lighthouse (\$52,000 or \$55,000 for 4 guards for peak-most of June and July; \$59,000 for 4 guards always); Continental (\$54,950); Winkler (\$53,300). All companies bid on 247 hours: Wednesday-Saturday to 9 PM close; Sunday-Tuesday 8:00 PM close; the same opening and closing dates; and purchasing all cleaning supplies. Trustee Keating asked if everyone had reviewed the bids, because he felt that Winkler offered a better contract. He felt that we have the same problems every year with Lighthouse and that they do not address the problems because we have remained with them for so many years. He would also like to have references. Trustee Fleming made a motion that the Executive Committee meet to discuss the pool bids and sign a contract on the board's behalf. The meeting will be announced so that any board member may attend. Trustee Keating seconded the motion and it passed unanimously.

**Social Committee: Carla Bowen, Chairperson**

No report

**Security Committee: Richard Dengler, Chairperson**

No report

**Tennis Committee: Lillian Fazio, Chairperson**

No report

**OLD BUSINESS:**

- Need to get a bill from Marcia for the 1 888 MCA-INFØ number the Association now is using.
- Tennis court fountain and parking lot flood light lens are in. They will be installed when the weather improves.
- Trustee Keating will follow up with the community center management to determine an appropriate donation from MCA to the community center (suggestion made by a community member and previously approved by the Board). He did not receive a response to his earlier inquiry.

**NEW BUSINESS**

Trustee Fazio reported that Ms. Hynes, a member of the Facilities Committee, would like the pool hill cleared of weeds and dead branches to make room for Japanese maples and other plants. The Facilities Committee should meet to discuss specific plans so all know what's happening. Will the ivy be removed or left in place? The scope of work needs to be defined first because there are many opinions on what should be done. A member suggested that the hill in the playground needs to be cleared also. Once the scope is approved by the Board the Committee can then get 3 bids.

Trustee Eisenberg reported that a tree from the pool area fell and broke a portion of the fence of a member on Silverbirch Lane. Trustee Eisenberg will talk to the neighbor and discuss plans for fixing the fence and removing the tree. Trustee Derrick suggested the Facility Committee use volunteers for the cleanup of the fallen tree if at all possible rather than contracting with a business.

The next board meeting will be held on **Tuesday, February 8, 2011 at 7:00 PM** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 8:14 pm. The motion passed unanimously.