

# Montpelier Community Association, Inc.

## Board of Trustees Meeting Minutes Deerfield Community/Recreation Center, Preschool Room November 13, 2007

**Trustees in Attendance:** Minnie Clark Lamar, Julia Coldren-Walker, Patricia Douville, Patricia Eisenberg, Sandy Martin, Susan Mathis, Terry Rowland, Jeri Witt, and Kendra Wagner.

**Trustees absent with cause:** none

**Community Members Present:** Richard Dengler, Robert Derrick, Tony Fleming, John Martin, and Mary Hughes

Trustee Wagner called the meeting to order at 6:47 PM. There was a quorum present conducting business.

**Secretary's Report, Minnie Clark Lamar:**

The October minutes were read and a motion was made by Trustee Coldren-Walker to accept the minutes. Trustee Witt seconded the motion and it passed unanimously.

**Treasurer's Report, Jeri Witt:**

A reconciliation report was distributed (copy attached). With the recent financial instability Trustee Witt asked if the ETrade account should be moved to an insured CD. The board agreed that the money should be placed in an insured account. ACTION REQUIRED. A Chevy Chase Bank representative will stop by to secure bank signatures.

**Committee Reports:**

ACCC, Marcia Segura, Chair

Ms. Hughes emailed the board copies of the ACCC minutes (copy attached).

BENEVOLENT FUND, Jan McCullagh, Chair

The Benevolent Fund Committee protocols and committee members were reviewed. Jan McCullagh is chairperson, and members include Connie Buck and Jeri Witt. A question arose about how funds are recouped. The committee reviews each case individually. A motion was made to approve the committee members. It was seconded and passed unanimously.

FACILITIES, Paul Petit, Chair

No report. Trustee Wagner will check into cleaning the glass in the parking lot. ACTION REQUIRED. Trustee Eisenberg asked if students can earn community service with the community. They can if they check with a board member regarding the service.

POOL COMMITTEE, Paul Buehler, Chair

Mr. Dengler reported that the health department has been citing the poor condition of the concrete pad near the pavilion and gate office. Mr. Derrick will evaluate the concrete and make a recommendation. ACTION REQUIRED. Mr. Dengler recommended that the final pool invoice be paid now that winterization has been completed. All keys have been replaced and all copies will be given to Ms. Hughes. ACTION REQUIRED. Mr. Dengler recommended that two pumps need to be removed and reconditioned. Trustee Mathis made a motion to authorize Mr. Dengler to take care of this, with the cost not to exceed \$500. The motion was seconded and passed unanimously. Mr. Dengler will provide the name of the company to Trustee Wagner. ACTION REQUIRED. Mr. Dengler reported that the ad hoc committee is working on specifications for the pool contract and it should be ready in 60 days. An ad will be run in the January newsletter for gate attendants. All members should give Mr. Dengler input for the specifications. ACTION REQUIRED.

FINANCE COMMITTEE, Jeri Witt, Chair

A meeting was held November 8 with members John Cholod, Mary Derrick, DeNita Turner, Charles Obenchain, Jeri Witt and Mary Hughes present. The following recommendations were approved unanimously by the board: The 2008 budget was approved with a recommendation that a capital reserve study be done; 2007 taxes will be paid by 3/15/08; Reserve Fund will be funded by April 30<sup>th</sup>; excess funds will be kept in an interest bearing account and transferred into the operating fund as needed; a credit card with a limit of \$10,000 will be used for community purchases after approval by

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the board; long distance will be blocked on the phone at the pool and a seasonal rate will be obtained; utility bills will be paid online.

**SECURITY, Richard Dengler, Chair**

Mr. Dengler reported that there was a chimney fire on Crystal Rock. The security committee (6 members) are working on a community based system with the police department. Mr. Fleming reported that there is an emergency, voice broadcast system that the community might be interested in. More information will be collected. **ACTION REQUIRED.**

**SOCIAL, Susan Mathis, Chair**

Trustee Mathis thanked the community for their kindness and other expressions of sympathy shown to her family recently. The lighting contest will be December 13<sup>th</sup> and the Santa visits will still take place. Two Santas are needed for the Santa visits.

**TRAFFIC, Sandy Martin, Chair**

Trustee Martin reported that participants are needed for a county task force on transportation. She will attend the first meeting, but there are five others planned. A neighbor complained about a boat on Barclay which is parked in the street and blocks snow plows and other vehicles. The county will be contacted. **ACTION REQUIRED.**

**COMMUNICATIONS COMMITTEE, Tony Fleming, Chair**

Mr. Fleming has had no response from the list serv owner/moderators. The association now owns the web site name and content and he recommended a new hosting company. Trustee Rowland made a motion to go with the new host service. The motion was seconded and passed unanimously. Trustee Rowland discussed creating a new list serv. Trustee Witt made a motion to create a new list serv, moderated, and limited to Montpelier homeowners. The motion passed unanimously. Mr. Fleming suggested that a spam filter may be necessary for each email account and he is trying to hide email addresses. **ACTION REQUIRED.**

**New Business:**

Ms. Segura, ACCC chairperson, thanked the board for providing an administrative assistant. The committee recently discussed their position on electric fences. Electric fences are allowed in back yards, but not in the front yard. Discussion followed on various interpretations of electric fences. A motion was made and seconded to postpone further action pending an appeal to the ACCC. The motion was amended to also add a posting to the website stating the current position of the ACCC. The motion passed unanimously.

Trustee Witt tried to get additional estimates for a Capital Reserve Study, but Becht Engineering is the only company serving this area. Trustee Coldren Walker made a motion to accept the proposal from Becht Engineering. Trustee Mathis seconded the motion and it passed unanimously.

Trustee Witt asked if the board would be ready to discuss the proposed bylaw changes with the attorney next month. The bylaws should be printed for the community in the January newsletter and the attorney will be asked to attend the February meeting. **ACTION REQUIRED.**

Trustee Wagner reported that the ad hoc tennis committee requested approximately \$1200 for a backboard. Three estimates were obtained. Trustee Mathis made a motion to accept the recommendation of the committee for the best value and quality. Trustee Witt seconded and the motion passed unanimously.

Mr. Dengler reported that a lot of money has been spent on the pool and the tennis courts. He also reported that the wrong filters were purchased for the pool. Trustee Witt suggested that the board require two weeks notice before substantial expenditures are requested. She also reported that a continuity file is being prepared which should help every board. The issue of providing notice prior to requesting approval to the board will be discussed at the next board meeting. **ACTION REQUIRED.** The association has not yet been reimbursed for the repair of the locks on the candy machines.

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Trustee Wagner is investigating insurance companies. Trustee Rowland will try to contact an insurance broker regarding the insurance needed by the community. ACTION REQUIRED.

Guidelines need to be drawn up for use of the common grounds by soccer teams. ACTION REQUIRED.

The next meeting will be held on the second **Tuesday of November, December 11, 2007 at 6:45** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 8:34 P.M. The motion passed unanimously.

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ARCHITECTURAL CONTROL & COMPLIANCE COMMITTEE

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