

MONTPELIER COMMUNITY ASSOCIATION, INC.

Board of Trustees Meeting Minutes

Deerfield Community Center

February 8, 2011

Trustees in Attendance: Paul Buehler, Richard Dengler, Bob Derrick, Patricia Douville, Lillian Fazio, Tony Fleming, Tim Jacobs and Jack Keating.

Trustees Absent with Cause: Dave Eisenberg

Community Members Present: Michael Boddie, Mary Derrick, Richard Fazio, Bruce Shaper and Mary Hughes

President B. Derrick called the meeting to order at 7:06 PM. There was a quorum to conduct business.

Secretary's Report: Tricia Douville

The minutes of the January 2011 board meeting were reviewed and amended. Trustee Dengler made a motion to accept the amended minutes. Trustee Douville seconded the motion and it passed unanimously.

Treasurer's Report: Lillian Fazio

- The treasurer reported that 108 assessments have been received and they are steadily coming in.
- The contract for the audit needs to be signed. A compilation will cost \$1,600 for each year, 2009 and 2010.
- Income tax records will be given to the accountant.
- Trustee Fazio met with the accountant for instruction of a new accounting method for reserve fund expenditures. The cost was \$100.
- Trustee Keating asked that the balance sheet show the exact amount of money from assessment deposits. In addition, the accountant will be asked why the assessments aren't on the accounts receivable. The accountant is shifting from a cash basis to an accrual basis.

ACCC: Michael Boddie, Chairperson

- Trustee Keating reported that the complaint against the homeowner for providing food to the vultures was closed and no fine imposed. She purchased new trash cans and was not feeding the vultures and no one provided proof to the ACCC to the contrary. The committee is preparing an article for the newsletter, a letter to be sent to Eastbourne Lane neighbors and a letter to the homeowner. Trustee Fleming suggested that a USDA representative be invited to a board or ACCC meeting to discuss vulture issues. Trustee Douville asked for a copy of the letter being sent to Eastbourne neighbors.
- Mr. Boddie thanked board members for attending ACCC meetings.
- The signed guidelines were given to the board.
- The board received a letter complaining about leaves left in gutters along the street. The county can issue fines and complaints can be lodged with the Department of Environmental Resources for the county, but the ACCC does not feel that they have jurisdiction. Trustee Fleming read the covenant regarding easements and suggested that there were options available to the association. While doing their surveys, the ACCC was asked to note addresses where leaves have been left in the gutters and the MCA Secretary will send out letters.

Communications Committee: Tim Jacobs, Chairperson

- The Groupsite is still free and all other receipts have been turned in and the chairperson has been reimbursed.
- Trustee Fleming updated the website. He suggested other changes including an electronic resale package which could be purchased through Paypal.
- Web advertising was also discussed. Trustee Fleming has set up a small ad space which can change every time a page is refreshed. Various tracking options are available and could be provided to advertisers. Our regular advertisers and members will be given the first opportunity to advertise on the space, but to iron out any problems the first offer will be free. If all goes well, it will probably cost \$30 per two month period.
- The social and swim team chairs will be trained on updating their pages on the website and a calendar will be added.

Executive Committee:

The Executive Committee met on January 30th along with Trustee Buehler to discuss the three bids for pool management. The Lighthouse option (\$55,000) was chosen with the same coverage as last year during the high use period. During August and September there will be more flexibility in hours and staffing.

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

- The committee members are: H. Bailey, D. Eisenberg, R. Dengler, P. Pettit, B. Jacobs, G. Hynes, P. Stainer, and C. Truesdale. Trustee Keating made a motion to accept the members of the Facilities Committee. Trustee Douville seconded the motion and it passed unanimously. Protocols will be provided.
- The committee met and discussed contracts from American Landscaping, Medina and Brickman. They recommended Brickman. Trustee Dengler made a motion to accept the 2011 Brickman contract for \$4,697. The scope of work is the same as last year's and back hill maintenance is included, and they will be asked to care for the hydroseeded grass. Trustee Douville seconded the motion and it passed unanimously.
- Dead plants will be replaced as well as the annuals in pots.
- The property near the dumpster and pool parking lot need to be cleaned. It would be a good project for a volunteer day clean-up. The caution tape needs to be removed from the fence.
- Trustee Keating reported that the tennis court fence was discussed during the Executive Committee meeting. A suggestion was made to resurface three courts and turn the fourth court into a roller-hockey area. If money was saved it could be applied to a new fence. Trustee Fazio asked if the board had the authority to reduce the number of courts. As a contract was signed, she will discuss the changes with the contractor. Trustee Keating will check into any insurance issues or increased liability that might come from providing a sanctioned skate area.
- Fascia has fallen off areas of the pool buildings and quotes will be secured to fix it.
- Trustee Dengler needs the address of the homeowner whose fence was damaged by an MCA tree.
- The dumpster at the pool is being replaced.

Pool Committee: Paul Buehler, Chairperson

- Trustee Dengler made a motion to accept Trustee Buehler as pool chairperson. Trustee Jacobs seconded the motion and it passed unanimously. Trustee Dengler made a motion to accept M. Middlebush, E. Brown de Colstoun, T. Forrey and P. Buehler as members of the pool committee. The motion was seconded and passed unanimously.
- Trustee Buehler reported that the swim team coach will not be returning because he wants more money. He asked if the MCA could subsidize or make a donation to the swim team. He will make a recommendation at the next meeting.
- Recycling is still at the pool and needs to be disposed of before the next meeting.

Social Committee: Carla Bowen, Chairperson

The Easter Egg Hunt is being planned and information will be put in the newsletter.

Security Committee: Richard Dengler, Chairperson

Trustee Dengler reported on increase in car thefts and thefts from autos in our vicinity. A neighborhood watch meeting is tentatively scheduled for February 23rd.

Tennis Committee: Lillian Fazio, Chairperson

- The dead shrubbery needs to be removed.
- The wind screens will be put up now because the fence is not going to be replaced right now.
- Trustee Fazio will check into when the deposit on resurfacing is due. She was asked to check into revising the contract if one court is turned into a skate area.

Governing Documents Committee: Tony Fleming, Chairperson

Trustee Fleming has corrected the errors in the scanned copy of the bylaws which are on the website. He obtained information from the last GDC chairperson, J. Witt, and will review those and proposed changes and try to simplify the bylaws as much as possible. He would like to have a member's meeting in the summer to discuss any potential changes are transparent and understood by the community.

OLD BUSINESS:

- M. Hughes will get with the treasurer to turn the billing of the 888 line over to the MCA. We still don't know how much to reimburse M. Segura.
- Trustee Keating has not received a response to his earlier inquiry about a gift to Deerfield.
- The MCA needs to have operating procedures on file. They will be turned over to the Secretary as they are finalized.
- Trustees Derrick and Keating will work on a Replacement Reserve Fund forecast.

NEW BUSINESS

Budget expenditures by committee chairs was clarified. Expenditures, except in the case of safety, must be planned in advance and then presented to the board. The facilities and pool committees definitely need a plan and budget.

The next board meeting will be held on **Tuesday, March 8, 2011 at 7:00 PM** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 8:50 pm. The motion passed unanimously.