

# MONTPELIER COMMUNITY ASSOCIATION, INC.

## Board of Trustees Meeting Minutes

Deerfield Community Center

October 11, 2011

**Trustees in Attendance:** Paul Buehler, Bob Derrick, Patricia Douville, Lillian Fazio, Tim Jacobs, and Jack Keating.

**Trustees Absent with Cause:** Richard Dengler and Dave Eisenberg. Tony Fleming (resigned)

**Community Members Present:** Mary Hughes

President B. Derrick called the meeting to order at 7:02 PM. There was a quorum to conduct business. Trustee Derrick reported that Trustee Eisenberg informed the board that he will be unavailable for the October, November and December board meetings.

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

The minutes of the September 2011 board meeting were reviewed. Trustee Keating made a motion to accept the minutes. Trustee Jacobs seconded the motion and it passed unanimously. The board also reviewed the minutes of the last annual meeting. These will be put on the website in draft form so that the membership can review them. They will be formally reviewed and approved at the next Annual Member's meeting, Sept 2012.

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

- Trustee Fazio distributed the monthly statements.
- She received the compilations (our annual audit actions) for 2009 and 2010 and they can be emailed to anyone who wants to see it online and they will be posted on the website.
- All delinquent accounts should be turned over to the attorney and the board wants liens in place wherever necessary. Trustee Derrick wants to start collection proceedings earlier than we have been doing in the past.

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

- M. Boddie submitted a list of the ACCC members. They will be given to the new board for approval. He also provided contact information for the board to use to reach him. One current member has discussed resigning, but M. Boddie still has to speak with him. The guidelines and protocols are unchanged.
- A board member reported that a new member had questions regarding his fence and Mr. Boddie said that he received the message and had been playing "phone/email tag" trying to discuss the issue.
- A board member reported a complaint on Twin Hill Lane. M. Boddie will look into it.
- Vacant houses were discussed. The ACCC has started the list and will submit it to the board.

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

Trustee Jacobs reported that he has updated the passwords for maintaining the website and he has backed-up everything. There are five new members on the yahoo group list serv.

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

- Trustee Derrick has possession of the baby swings.
- Trustee Buehler received a complaint about dog poop in the playground.
- The signs for the tennis courts are in the storage shed and need to be put up.

### **Pool Committee: Paul Buehler, Chairperson**

- Pool Winterization: The water was turned off and air blown through the pipes. Trustee Buehler will make one more inspection of the winterization and authorize the payment to Lighthouse. The filters could not be inspected, but Lighthouse will come back to try to open them.
- The volleyball net is in storage.
- The soccer net is in tatters and Facilities can consider replacing it.
- There are already two pool management contracts submitted for next year. Both were submitted without the benefit of having our operating procedures and hours of operation. Trustee Derrick requested Trustee Buehler send the quotes so we can request new ones based on our contract requirements.

### **Social Committee: Carla Bowen (not present), Chairperson**

C. Bowen agreed to continue as chairperson for next year. She is looking into a December social event.

**Security Committee: Richard Dengler, Chairperson**

- Trustee Dengler turned over all keys/cylinders/paperwork for Security and Facilities. A new chairperson is needed.

**Tennis Committee: Lillian Fazio, Chairperson**

- Trustee Fazio ordered a new sign for the gate asking people to lock it when leaving. She also reported that a group of women who walk by regularly have started locking it whenever they see it open. The board discussed whether R. Shoupe could lock it every night. Trustee Keating offered to price up a magneto lock on a spring loaded door that would lock after every entry (given that the door is allowed to close). The combination would have to be dialed in to enter and to leave.

**There being no additional old business, Trustee Derrick recessed the meeting at 8:02 pm.** The new board was seated and Trustee Derrick called the meeting to order at 8:02 pm.

**Trustees in Attendance:** Paul Buehler, Patricia Douville, Bob Derrick, Lillian Fazio, Tim Jacobs and Jack Keating.

**Trustees Absent with Cause:** Dave Eisenberg.

Trustee Douville nominated Trustee Derrick to remain President of the Board of Trustees. Trustee Fazio seconded the motion and it passed unanimously. Trustee Derrick nominated Trustee Keating as Vice President. Trustee Fazio seconded the motion and it passed unanimously. Trustee Derrick nominated Trustee Douville as Secretary. Trustee Buehler seconded the motion and it passed unanimously. Trustee Douville nominated Trustee Fazio as Treasurer. Trustee Derrick seconded the motion and it was passed unanimously. Trustee Derrick nominated Trustee Douville to be the third member of the Executive Committee. Trustee Fazio seconded the motion and it passed unanimously.

**NEW BUSINESS**

- Trustee Derrick made a motion to accept M. Boddie as Chairperson of the ACCC. Trustee Jacobs seconded the motion and it passed unanimously.
- Trustee Douville reported that a new elections committee chairperson might be needed as L. Collman would like to pass the committee on to someone new. This will be discussed with her further.
- The following committee chairs were approved: Communications-Trustee Jacobs; Facilities-Trustee Keating; Nominating-Trustee Douville; Pool-Trustee Buehler; Social- C. Bowen; Tennis-Trustee Fazio. Committees need to submit their protocols and member lists to the new board.
- The contract for cleaning the tennis courts should be reviewed. A storage shed at the courts was suggested to keep the equipment accessible.
- The board discussed filling the two vacant positions on the new board. Trustee Buehler reported that other communities have used incentives, such as board members assessments being waived, to encourage more people to volunteer. The current by-laws would have to be amended to offer such an incentive.
- The board discussed ways to offer support to a member who is in the hospital recovering from an accident. Trustee Douville will coordinate this with the family.
- The survey of the grounds will cost approximately \$1200-\$1800 depending upon structures in the line of sight which could make the survey more difficult. Trustee Keating feels that the board can do it themselves and determine where the MCA property lines are. There was also discussion regarding an insurance claim for the branches which came down in the recent hurricane. One bid for tree service was received from Adirondack Tree Service and another bid will be solicited, possibly from Affordable Tree Service.

The next board meeting will be held on **Tuesday, November 8, 2011 at 7:00 PM** at Deerfield Recreation Center, preschool room. The motion was made and seconded to adjourn at 8:52 pm. The motion passed unanimously.