



## **MONTCLAIR PROPERTY OWNERS ASSOCIATION, INC.**

### **Board of Directors Meeting**

**December 10, 2025 at 6:30 P.M.**

**Hybrid Meeting – Virtual on Zoom, In-Person at MPOA Conference Room  
3561 Waterway Drive, Montclair, VA 22025**

### **AGENDA**

- I. Call to Order
- II. Pledge of Allegiance
- III. Speakers Time – Homeowner's Forum  
*Two Minutes Per Speaker\**
- IV. Move to Recess and Convene in Executive (Closed) Session

Motion: Mister President, I move that this meeting be recessed and the Board of Directors immediately reconvene in executive session to consider (i) personnel matters; (ii) consult with legal counsel; (iii) discuss and consider contracts, pending or probable litigation, and matters involving violations of the declaration or rules and regulations adopted pursuant to such declaration for which a member or his family members, tenants, guests, or other invitees are responsible; or (iv) discuss and consider the personal liability of members to the association, as provided for in Section 55.1-1816C of the Virginia Property Owners Association Act. \*

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| TAB 1 | <ul style="list-style-type: none"><li>V. Executive Session (Closed)<ul style="list-style-type: none"><li>a. Violation Hearing for Respondent Homeowner</li><li>b. Violation Extension and Waiver Request</li><li>c. Violation Hearings for Non-Respondent Homeowners</li><li>d. Legal Waiver Request</li><li>e. Collections Turnover</li><li>f. Read File</li></ul></li><li>VI. Reconvene Open Session</li><li>VII. Consent Agenda</li><li>VIII. Set Agenda for Open Meeting</li></ul> |
| TAB 2 | <ul style="list-style-type: none"><li>IX. Board Ratifications of Executive Session Items<ul style="list-style-type: none"><li>a. Violation Hearing for Respondent Homeowner</li><li>b. Violation Extension and Waiver Request</li><li>c. Violation Hearings for Non-Respondent Homeowners</li><li>d. Legal Waiver Request</li></ul></li></ul>  |

- e. Collections Turnover

**TAB 3**      **XI. Review and Approve Prior Meeting Minutes**  
*Minutes from November 12, 2025 BOD Meeting*

**XII. Unfinished Business**

**XIII. New Business**

- TAB 4**      a. PIR – 4606 Spalding
- TAB 5**      b. PIR – 4851 Ebb Tide
- TAB 6**      c. PIR – Variance – 5135 Lands End
- TAB 7**      d. PIR – Variance – 15582 Winding Creek
- TAB 8**      e. Triathlon Contract
- TAB 9**      f. MPOA Off Site File Storage
- TAB 10**      g. Repairs for Dolphin Beach Bathroom
- TAB 11**      h. RFP for Beaver Landing Pavilion
- TAB 12**      i. RFP for Beaver Landing Dock
- TAB 13**      j. RFP for Dam Outflow Tunnel
- TAB 14**      k. RFP for Entry Signs
- TAB 15**      l. FY25 Draft Audit
- TAB 16**      m. FY27 Budget
- TAB 17**      n. Five Year Plan
- TAB 18**      o. Ad Hoc Committee Charter – Little Libraries
- TAB 19**      p. Committee Volunteer Appointment
- TAB 20**      q. MPOA Conference Room Use Extension Request
- TAB 21**      r. Garden Club Access to Blue Star Memorial

**TAB 22**      **XIII. Manager's Report**

**TAB 23**      **XIV. Officer's Report**

- a. President
- b. Vice President
- c. Treasurer - Financial Report
- d. Secretary

**XV. Director's Comments**

**XVI. Scheduled Meetings**

Board of Directors meetings are on the second Wednesday of each month via Zoom.  
**\*\* Please have all agenda items submitted by 5:00 p.m. on Monday the week before the meeting. \*\***

**XVII. Adjournment**

**President may limit duplicate comments on same issue.**

**Prepared By:** Adam Werle - General Manager and Brian Proctor - President

**Distribution:** Buck Arvin, Louis Birdsong, Linda Cheng-Khan, Brian DeMuth, Larry Doane, Walt Giraldi, Tracy Hansen, Brian Proctor, Fred Rash, Tom Starai, Chris Williams

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