



MONTCLAIR PROPERTY OWNERS ASSOCIATION, INC.

Board of Directors Meeting

August 13, 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. *

TAB 1

- V. Executive Session (Closed)**
 - a. Violation Hearings for Non-Respondent Homeowners
 - b. Legal Waiver Request
 - c. Reconsider Waiver Request
 - d. Collections Turnover
 - e. Read File
- VI. Reconvene Open Session**
- VII. Consent Agenda**
- VIII. Set Agenda for Open Meeting**

TAB 2

- IX. Board Ratifications of Executive Session Items**
 - a. Violation Hearings for Non-Respondent Homeowners
 - b. Legal Waiver Request
 - c. Reconsider Waiver Request
 - d. Collections Turnover

TAB 3 **X. Review and Approve Prior Meeting Minutes**
 Minutes from July 9 , 2025 BOD Meeting
 Minutes from July 24, 2025 Special BOD Meeting

XI. Unfinished Business

XII. New Business

TAB 4	a. PIR – Variance – 16194 Sheffield Drive
TAB 5	b. PIR – Variance – 5068 Willow Oak Place
TAB 6	c. PIR – Variance – 4323 Fallstone Place
TAB 7	d. MPOA Office Roof Replacement
TAB 8	e. Common Area Tree Removal
TAB 9	f. West Beach Fence Removal
TAB 10	g. MPOA Camera Replacement
TAB 11	h. Budget Timeline
TAB 12	i. Reserves Transfer of Funds
TAB 13	j. Collections Policy Update
TAB 14	k. Collections Timeline
TAB 15	l. Waiver Policy
TAB 16	m. Dissolution of FAB Committee
TAB 17	n. Committee Volunteer Appointment

TAB 13 **XIII. Manager’s Report**

TAB 14 **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

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