



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

### **Board of Directors Meeting**

**February 14, 2024 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. Signage Ad-Hoc Committee Presentation**
- IV. Speakers Time – Homeowner’s Forum**  
*Two Minutes Per Speaker\**
- V. 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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|--------------|--|
| <b>TAB 1</b> | <ol style="list-style-type: none"><li><b>III. Executive Session (Closed)</b><ol style="list-style-type: none"><li>a. Violation Hearings for Non-Respondent Homeowners</li><li>b. Waiver Request from Legal</li><li>c. Collections Settlement Offer</li><li>d. Write-off Balances Under Five Dollars</li><li>e. Read File</li></ol></li><li><b>IV. Reconvene Open Session</b></li><li><b>VII. Consent Agenda</b></li><li><b>VIII. Set Agenda for Open Meeting</b></li></ol> |
| <b>TAB 2</b> | <ol style="list-style-type: none"><li><b>IX. Board Ratifications of Executive Session Items</b><ol style="list-style-type: none"><li>a. Violation Hearings for Non-Respondent Homeowners</li><li>b. Waiver Request from Legal</li><li>c. Collections Settlement Offer</li></ol></li></ol>  |

- d. Write-off Balances Under Five Dollars

**TAB 3**            **X. Review and Approve Prior Meeting Minutes**  
*Minutes from January 10, 2024 BOD Meeting and January 29, 2024 Special BOD Meeting*

**XI. Unfinished Business**

**XII. New Business**

- TAB 4**            a. Rescind Motion for PIR – 4929 Breeze Way
- TAB 5**            b. Dam Landscaping Contract Renewal
- TAB 6**            c. Removal of Bamboo on Edgewood
- TAB 7**            d. Beach Grooming Contract
- TAB 8**            e. Replacement of Entrance and Event Signs on Waterway
- TAB 9**            f. Tree Work on Waterway
- TAB 10**          g. Retrofit West Beach Pole Lights
- h. Amendments to Article 2 of Community Guidelines
  - TAB 11**            i. Section 2.3.1 – Start Time of Board Meetings
  - TAB 12**            ii. Section 2.6.3 – Recording by a Volunteer
  - TAB 13**            iii. Section 2.7.5(b)(1) – Advertisements for Non-Profits
- TAB 14**          i. Amendment to Article 4, Section 4.1.2 Recreation Passes
- TAB 15**          j. Sheffield Area Study Implementation
- TAB 16**          k. BOD Liaison Roster Update
- TAB 17**          l. Volunteer Banquet New Date
- TAB 18**          m. Reconsider Nomination for Distinguished Montclairion Service Award

**TAB 19**          **XIII. Manager’s Report**

- TAB 20**          **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:** Steven Levin - General Manager and Brian Proctor - President

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