



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

### **Board of Directors Meeting**

**March 12, 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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|--------------|--|
| <b>TAB 1</b> | <b>V. Executive Session (Closed)</b> <ol style="list-style-type: none"><li>a. Violation Hearings for Non-Respondent Homeowners</li><li>b. Collection Write Off Request</li><li>c. FAB Deferral – Waiver Request</li><li>d. Acceleration and Collection Turnover</li><li>e. Read File</li></ol> |
|              | <b>VI. Reconvene Open Session</b>  |
|              | <b>VII. Consent Agenda</b>   |
|              | <b>VIII. Set Agenda for Open Meeting</b>   |
| <b>TAB 2</b> | <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. Collection Write Off Request</li><li>c. FAB Deferral – Waiver Request</li><li>d. Acceleration and Collection Turnover</li></ol> |

**TAB 3**            **X. Review and Approve Prior Meeting Minutes**  
*Minutes from February 12, 2025 BOD Meeting, and from the Special BOD Meetings on February 5 and February 19.*

**XI. Unfinished Business**

**XII. New Business**

- TAB 4**            a. PIR to Retaining Wall – 15902 Moncure
- TAB 5**            b. Amendment to Exhibit F of FSR Management Agreement
- TAB 6**            c. Text and E-Mail Notifications
- TAB 7**            d. Monthly Service Fee
- TAB 8**            e. Monthly Payment Options
- TAB 9**            f. Board Member Appointment
- TAB 10**          g. Amend Section 3.1.2 of Community Guidelines – Committee Membership Terms
- TAB 11**          h. Committee Member Appointments
- TAB 12**          i. Renaming Triathlon Committee to Fitness Committee
- TAB 13**          j. Disband Signage Ad-hoc Committee
- TAB 14**          k. Annual Orientation Plan
- TAB 15**          l. Tree Removal from Common Area
- TAB 16**          m. Playground Mulch Replenishment

**TAB 17**          **XIII. Manager’s Report**

**TAB 18**          **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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