

Montclair Property Owners Association Committee Volunteer Application



Applications are reviewed by the Committees Coordinator/2nd Vice President of the Board of Directors (BOD). All committee appointments are approved by the BOD at an open meeting.

Committees

- **Budget & Finance Committee:** Prepares and monitors budget expenditures and annual audit process (meets August-November)
- **Communications Committee:** Provides creative and technical methods to enhance communications
- **Community Events:** Assist with community-wide events such as Montclair Day and Oktoberfest
- **Covenants:** Reviews Property Improvement Requests to ensure modifications honor covenants
 - **Initial Construction Committee:** Charged with reviewing new construction applications by builders and developers
- **Dog Park:** To maintain and enhance the dog park for the use of the community
- **Election:** Oversees the election process (meets October- March)
- **Lake Management:** Reviews and makes recommendations to the board regarding Lake Montclair
- **Landscape & Facilities Management:** Discusses and proposes projects for facility development and landscaping
- **Records & Information Management Ad Hoc Committee:** Tasked with establishing a uniform system for record retention
- **Safety:** Provides information and recommendations to the Board on safety and security operations in the community
- **Signage Ad Hoc:** Tasked with researching, discussing, and developing a plan to secure professional design options to replace current Montclair signs
- **Triathlon:** Conducts an annual triathlon that provides family fun and brings the community together

Please complete the following questions, sign and return to exccassist@montclairva.com or to the MPOA office:

1. Which committee(s) are you interested in? _____
2. Would you take a leadership role on a committee? YES NO
3. Please tell us why you would like to volunteer for a committee, including any relevant experience: _____

By signing this application, you hereby agree to have read, understand, and abide by the committee charter(s) for the committee(s) you are applying to, as well as all of the MPOA Covenants, Conditions and Restrictions.

Name

Address

Daytime Phone

Check one: Home Cell Work

Email Address

Signature

Date

For Office Use Only

Date Received

Approval Letter Date

Staff