



MONTCLAIR PROPERTY OWNERS ASSOCIATION, INC.

Board of Directors Meeting

May 8, 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. 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

- III. Executive Session (Closed)**
 - a. Violation Hearings for Non-Respondent Homeowners
 - b. Violation Hearing for Respondent Homeowner
 - c. Review Accounts for Collection Turnover
 - d. Collection Settlement Request
 - e. Write Off of Bad Debt
 - f. Read File

IV. 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. Violation Hearing for Respondent Homeowner
 - c. Approve Collections Turnover
 - d. Collection Settlement Request
 - e. Write Off of Bad Debt

- TAB 3 **X. Review and Approve Prior Meeting Minutes**
Minutes from April 10, 2024 BOD Meeting.
- TAB 4 **XI. Unfinished Business**
TAB 5 a. PIR – 4929 Breeze Way – Steps and Dock
 b. CPA Contract for FY 2024 & 2025 Audits and Tax Preparation
- TAB 6 **XII. New Business**
TAB 7 a. Board Appointment for Precinct 4 Representative
TAB 8 b. Community Volunteer Appointments
TAB 9 c. Purchase Conference Room Folding Chairs
TAB 10 d. Purchase Outside Event Room Folding Chairs
TAB 11 e. Business Credit Cards
 f. Henderson Husky 5k and Mile Fun Run
- TAB 12 **XIII. Manager’s Report**
- TAB 13 **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

Distribution: Buck Arvin, Linda Cheng-Khan, Chris Dvorak, Stephanie Eversley, Walt Giraldi, Brian Proctor, Fred Rash, Bill Shelly, Tom Starai, Chris Williams

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