



MONTCLAIR PROPERTY OWNERS ASSOCIATION, INC.
Board of Directors Meeting
October 11, 2023 at 6:30 P.M.
Zoom (Virtual Meeting)

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. Collection Turnover
 - c. Waiver Request from Legal Counsel
 - d. Read File
- IV. Reconvene Open Session (Estimated Time at 8:00 P.M.)**
**Due to the required items to be addressed during Executive Session (Closed), it may be necessary to start the Open Meeting after the estimated start time above.*
- 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. Collection Turnover
 - c. Waiver Request from Legal

TAB 3 **X. Review and Approve Prior Meeting Minutes**
Minutes from August 23, 2023 Special BOD Meeting & September 13, 2023 BOD Meeting

XI. Unfinished Business

XII. New Business

- TAB 4** a. PIR for Mailbox – 4904 Camelot Ct.
- TAB 5** b. PIR for Shed – 15314 Holly Hill Dr.
- TAB 6** c. PIR for Fence – 15767 Edgewood Dr.
- TAB 7** d. Insurance Renewal
- TAB 8** e. Janitorial Service Contract Renewal
- TAB 9** f. Landscape Contract Addendum for Cardinal Drive Fence Area
- TAB 10** g. Reallocation of Event Funding
- TAB 11** h. Makeup Event in Fall 2023
- TAB 12** i. Collection Policy Resolution
- TAB 13** j. Budget Presentation Timeline
- TAB 14** k. Approval of Five Year Plan for Capital Projects
- TAB 15** l. Proposed Change to Article 4 of the Community Guidelines for Fishing
- TAB 16** m. Office Holiday Schedule

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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