

Montclair Homeowners Association, Inc.

BOARD OF DIRECTORS MEETING

Date: Tuesday, December 10, 2013
Hour: 7:00 P.M.
Place: Sentry Management

Minutes

1. **Call to Order**—Meeting called to order at 7:00pm by Stan Lincoln
2. **Establish Quorum**-- Five of five directors present, Brenda Messler, Mike McCullers, Yvonne Lorah, Ed Graziani, and Stan Lincoln therefore quorum established. Also present was Mary Burns as representative from Sentry Management.
3. **Proof of Notice**—Meeting was posted in the community at least 48 hours in advance of the meeting date and time.
4. **Approval Previous Meeting Minutes—November 5, 2013**-- Motion made by Y Lorah and seconded by B Messler to approve the meeting minutes from November 5, 2013 with no changes or corrections, all in favor, none opposed, motion passed unanimously.
5. **Review ARB Applications**-- Motion to approve/disapprove applications as follows:
 - a. 11311 Cannes—12'x14' wood Prefabricated Shed—Motion made by E Graziani and seconded by B Messler to deny the application as incomplete and needing more detail as to the following: Architectural Shingles, color scheme same as home, concrete block support.
All in favor, none opposed, motion passed unanimously.
6. **Manager's Report**—Read
7. **Financial/ Collection Review**—Balance Sheet and Income Statement along with the financial summary were not available due to error on balance sheet. Manager will email the Board the corrected reports once they are received.
 - a. Motion made by B Messler and seconded by Y Lorah to waive the minor accounts receivable balances of \$1.80 and below for the seven files listed as long as amount does not represent any assessment, all in favor, none opposed, motion passed unanimously.
8. **Covenant Enforcement**—Review items: motion made by B Messler and seconded by M McCullers to move forward with Attorney Demand on the outstanding violation for grass replacement at 11034 Versailles Blvd, all in favor, none opposed, motion passed unanimously.
9. **Unfinished Business**
 - a. **Brick Wall Cleaning/Pointing**—Hold until after first of year, need written quotes.
10. **New Business**
 - a. **Other—as Board designates**—President discussed different officer responsibilities and request that Treasurer to please be sure to review the financial statements for the meetings.
 - b. **Owner Forum**
11. **Establish Date for Next Meeting-January 14, 2014**
12. **Adjourn**-- Motion made by B Messler and seconded by Y Lorah to adjourn the meeting at 8:00pm, all in favor, none opposed, motion passed unanimously.

Submitted by:
Mary Burns, LCAM
Community Association Manager
Sentry Management

Date Approved: January 14, 2014