

**MEADOWMONT COMMUNITY ASSOCIATION (MCA)**  
**BOARD OF DIRECTORS MEETING**                      **21 FEBRUARY 2014**

**2014 DIRECTORS ATTENDING:** Karen Curtin, Laurel Files, Deborah Ives, Christine Khoury, Hank Rodenburg, Glenn Wilson. Chuck Paterno was excused.  
**STAFF:** Bill Ferrell (Manager)

**MINUTES**

Hank Rodenburg, 2014 MCA Board President, convened the meeting at 8:05 a.m.

*There being no objections, the minutes of the 2014 Annual Meeting and the January MCA Board meeting, both held on January 16, 2014, were unanimously approved.*

**FINANCE REPORT** (Deb Ives, Treasurer)

Deb Ives briefly reviewed the previously circulated Balance Sheet, Income/Expense Statement, and Reserve Fund Statement for January 2014. In response to a question, Bill Ferrell reviewed the dues paid by all commercial units.

**ACTION:**

Ives moved, seconded by Karen Curtin, that *the treasurer's report be accepted.*  
The motion was approved unanimously.

**SURVEILLANCE CAMERAS** (Rodenburg, and members)

Rodenburg opened a discussion of the potential installation of security cameras for Meadowmont. Ferrell reported on emails received on this issue.

**ACTION:**

Curtin moved, seconded by Ives, that *the Board halts any further action on security cameras for Meadowmont, as it deems them to be limited in their effectiveness, and inconsistent with the concept of providing an "open and mixed use community," and that the Board will continue to encourage, expand, and support the Neighborhood Watch program.*  
The motion was approved unanimously.

Ferrell will post an online notice, after the Board meeting, informing all Meadowmont residents of the Board's action.

**2014 EVENTS COMMITTEE** (Rodenburg, and members)

The Board considered the advantages of establishing a subcommittee of the Board to plan and implement the various communitywide events approved by the Board.

**ACTION:**

Curtin moved, seconded by Ives, that *the Board appoint an Events Committee [subcommittee of the Board], comprising two Board members and two non-Board members.*

The motion was approved unanimously.

Curtin volunteered to chair the committee and Laurel Files volunteered to serve as the second Board member on the committee. Curtin will approach two community members who have previously expressed an interest in working on events—Trish Murtaugh and Steve DeCherney—about their willingness to serve on the committee.

**PART-TIME MCA STAFF POSITION** (Ferrell, and members)

The Board discussed a previously circulated draft job description for a part-time MCA staff position, prepared by Ferrell. This would be a contract position, paid hourly, for approximately 1,000 hours over the year; the position has been budgeted. Possible functions would include maintaining the Meadowmont website, maintaining and updating directories and data files, assisting with communications, and with community events. Members felt that we should guarantee a minimum number of hours over the course of the contract. Although not all tasks will need to be done in the MCA office, members felt that working a minimum number of hours per week in the office should be required.

**ACTION:**

Ferrell will prepare a revised job description, as well as drafting an ad for the position, for discussion at the March Board meeting.

**MCA OFFICE** (Ferrell, and members)

The Board discussed a previously circulated draft, prepared by Ferrell, on possible use of the MCA office space beyond that for Board meetings and as an office for the manager. The consensus was that the space should be available solely for MCA Board activities, which typically would involve the presence of a Board member. It was suggested that we consider publishing an online calendar, perhaps weekly, of activities taking place in the office, since most of these would be open to members of the community.

**ACTION:**

Ferrell will draft guidelines for use of the MCA office space, for discussion at the March Board meeting.

**MANAGER'S REPORT** (Ferrell)

Ferrell reviewed the previously circulated report that included common areas (greenway, landscaping and mulching, weakening Meadow pond wall that may need reserve fund money for repair, gazebo posts), bike lanes, median extension in the 300 block of Meadowmont Lane, and construction (Rizzo expansion, new homes, potholes, under-Raleigh Road tunnel repair).

**Benches.** Also discussed was a proposal from resident Yvonne Mendenhall for a project that would increase the number of benches in the Meadowmont community. Board members liked the idea. Some general principles on which there was consensus included: The Board should identify in advance specific locations for benches; the Board should select the style of bench (and probably just one style, rather than a choice); other decisions would include design and guidelines for plaques for benches donated in addition to those that the Board would purchase. No action was taken at this time.

**“Trigger Event” (1/1/15).** Next January (2015) is when there will be the “assignment of specific declarant (Roger Perry, Meadowmont developer) rights (to the Meadowmont community).” This involves a legal document. Ives volunteered to review the document with Ferrell, once it has been prepared by the attorneys.

**Bylaws Revision.** Rodenburg is working on a revision of the MCA Bylaws to eliminate redundancy with the Covenants. He will also include Board resolutions. The revision will be circulated in advance of the March Board meeting, so that it can be discussed at that time.

***There being no further business, the meeting was adjourned by acclamation at 9:20 a.m.***

**NEXT MEETING**  
**Friday, March 21, 2014**  
**8:00 a.m.**  
**MCA Office**