

Montclair HOA Board Planning Meeting Minutes

August 6, 2026 • Warren Church • 6:30 PM

Call to Order and Board Matters

The meeting was called to order.

Approval of Previous Minutes

The prior meeting's minutes were reviewed. A question concerning membership revenue was clarified.

MOTION: Approve the previous meeting's minutes. **Moved by: Ron | Seconded by: Drew | Result:** Approved unanimously.

Financial Report

- The pool garbage expense included a delayed overflow-dumpster charge from approximately May.
- Taxes associated with the bookkeeper/courts employees were unusually high; the charge will be investigated with the payroll provider.
- Several swim-team coaches have not cashed their checks, so additional expenses will appear later. A separate swim-team expense inquiry remains pending.
- Assessment collections nearly reached the annual goal; an August payment is expected to bring collections to budget. Pool-membership revenue exceeded budget, with three new July memberships.
- Most guest-fee revenue resulted from July 4 activities. Court revenue remains strong. Court membership/instructor fees support the HOA; activity and donation funds primarily support court projects.

MOTION: Approve the financial report. **Moved by: Drew | Seconded by: Connor | Result:** Approved unanimously.

Aging Report

- Bill Cohen paid dues on both Montclair properties and is current.
- Colleen Parr made a \$100 payment under her payment arrangement.

MOTION: Approve the aging report. **Moved by: Drew | Seconded by: Connor | Result:** Approved unanimously.

Legal and Compliance

- Confirm that the requested lien involving the Williams property was recorded. Attorney and lien-related expenses will be added to the owner's account where appropriate.
- At the Indian Trail/Crane Ferry property, grass was cut following service of notice, but two stumps remain. The Board may arrange removal and charge the owner.
- The established lien threshold is accounts delinquent three or more years. A consolidated notice and legal-cost estimate will be obtained.
- For playground equipment damaged by a fallen tree, determine likely insurance reimbursement and the deductible before deciding whether to file a claim.

Communications

- Welcome Committee outreach will initially focus on residents who moved in during the preceding three months.
- The September newsletter will invite anyone who moved into Montclair within the last six months and has not been welcomed to contact the HOA.
- Update outdated Board/officer information on the website.
- The September newsletter will announce the annual meeting and election results.
- Suggestions are needed for the September Yard of the Month.

Pool

- The pool gate keypad intermittently fails after rain, apparently because of moisture. A protective cover will be installed.
- A past-due \$550 gate-repair invoice was paid. Additional charges may result from the latest service visit.
- The swim team must replace aging starting blocks before next season. Costs and compliant options are being researched; donations or sponsorships may be solicited.
- A pool water bill showed approximately 99,000 gallons versus about 11,000 gallons in the comparable prior period. The meter, possible leaks, and potential billing error will be investigated.

Courts and Recreation

- The July 17 Food Truck Friday was successful; July 24 Courtside Cinema was canceled due to rain. Skinny Taco was scheduled for August 21.
- A tenth-anniversary event and fall skill-level pickleball events remain under consideration.
- Repairs included work on the electrical panel and bathroom handle. An estimate is pending for an upgraded information board. Chris Ray is refurbishing damaged benches.
- Three pavilion proposals were reviewed, from a prefabricated option to approximately \$44,000. Permits, concrete, electrical work, and shared funding were discussed; no expenditure was approved.
- Account balances were reviewed. Future pool and sewer-line projects must be considered before committing funds.
- Clarify pavilion permit/electrical costs and provide the pickleball group with a fundraising target.

Parks and Common Areas

- The approved bridge project is expected to begin in August; the contractor's schedule will be confirmed.
- A roughly \$2,750 quote for removal of a dead pine and debris at Winding Wood Park was considered high; additional quotes will be requested.

MOTION: Purchase two six-foot picnic tables with a dark-brown or comparable durable finish. **Moved by: Drew | Seconded by: Ron | Result:** Approved unanimously.

Follow-up: The Board member already communicating with Chris will confirm specifications and arrange the order.

Fence Adjacent to Pool/Playground

The deteriorated fence and disputed ownership/maintenance history were discussed. A Board representative will reach out to homeowner to discuss options of splitting the cost or HOA removal of the fence if on HOA property. No formal action was taken.

Neighborhood Patrol

Calvin resigned from the neighborhood patrol position. A replacement will be sought, preferably a Richmond County officer in a marked vehicle. The current arrangement is two patrols weekly, three hours per shift, at \$50 per hour. The Board hopes to fill the position before Halloween.

Board Vacancies and Election

Board discussed the addition of Wesley Crook, Bryan Hite, and Beverly Hite to the board through the current term. Bryan and Beverly are siblings.

MOTION: Appoint the individuals identified in the discussion through the end of the current term. **Moved by: Drew | Seconded by: Ron | Result:** Approved unanimously.

Returning or appointed candidates will be marked with an asterisk on the election ballot. Completed ballots must be postmarked by September 4 and received by September 14, 2026. Valid ballots delivered at the annual meeting will also be accepted. Counting will begin at approximately 6:00 p.m. on September 14 by the designated counter and at least one assistant, with results announced during the meeting.

Upcoming Meetings

- Planning meeting: September 3, 2026, at 6:30 p.m., Warren Church.
- Annual meeting: September 14, 2026, at 6:30 p.m., Warren Road Community Center.

Other Business

Residents displaced by a house fire have relocated, and the damaged home is expected to be demolished.

Adjournment

MOTION: Adjourn the meeting. **Moved by: Drew | Seconded by: Ron | Result:** Approved unanimously.

Adjournment time: 7:48 PM