

# Montclair Property Owners Association Committee Volunteer Application



Applications are reviewed by the Committees Coordinator/2<sup>nd</sup> Vice President of the Board of Directors (BOD). All committee appointments are approved by the BOD at an open meeting.

## Please select the committee(s) you are interested in:

- Budget & Finance Committee:** Prepares and monitors budget expenditures and annual audit process (meets August-November)
- Communications Committee:** Provides creative and technical methods to enhance communications
- Community Events:** Assist with community-wide events such as Montclair Day and Oktoberfest
- Covenants:** Reviews Property Improvement Requests to ensure modifications honor covenants
  - Initial Construction Committee:** Charged with reviewing new construction applications by builders and developers
- Dog Park:** To maintain and enhance the dog park for the use of the community
- Election:** Oversees the election process (meets October- March)
- Lake Management:** Reviews and makes recommendations to the board regarding Lake Montclair
- Landscape & Facilities Management:** Discusses and proposes projects for facility development and landscaping
- Management Requirements Ad Hoc:** Work towards the development of an RFP to bid the management agreement.
- Records & Information Management Ad Hoc Committee:** Tasked with establishing a uniform system for record retention
- Safety:** Provides information and recommendations to the Board on safety and security operations in the community
- Signage Ad Hoc:** Tasked with researching, discussing, and developing a plan to secure professional design options to replace current Montclair signs
- Strategic Plan Ad Hoc:** Create, implement, and evaluate long-term strategies that align with MPOA's overall objectives.
- Sub-Association Ad Hoc:** Representatives from Montclair's sub-associations work to strengthen partnerships and increase equitability.
- Triathlon:** Conducts an annual triathlon that provides family fun and brings the community together

Please complete the following questions, sign and return to [acm@montclairva.com](mailto:acm@montclairva.com) or to the MPOA office:

1. Would you take a leadership role on a committee?  YES  NO

If yes, which committee(s) \_\_\_\_\_

2. Please tell us why you would like to volunteer for a committee, including any relevant experience:

By signing this application, you hereby agree to have read, understand, and abide by the committee charter(s) for the committee(s) you are applying to, as well as all of the MPOA Covenants, Conditions and Restrictions.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Daytime Phone

Check one:  Home  Cell  Work

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## For Office Use Only

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Approval Letter Date

\_\_\_\_\_  
Staff