

1 **LAFAYETTE VILLAGE COMMUNITY ASSOCIATION**
2 **BOARD OF DIRECTORS MEETING**

3
4 **Monday, March 10, 2008**

5
6 **Mason District Governmental Center**
7 **6507 Columbia Pike**
8 **Falls Church, Virginia 22042**

9
10 **7:00 p.m.**

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12 **BOARD MEMBERS PRESENT:**

13 **Joaquin Tremols** **President**
14 **Carl Iddings** **Vice President (arrived late)**
15 **Jay Jarvis** **Secretary**
16 **Michele Krahn** **Member at Large**

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18 **BOARD MEMBERS ABSENT:**

19 **Kathie French** **Treasurer**

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21 **COMMITTEE CHAIRS PRESENT:**

22 **Susie Lee** **ACC Chair**
23 **Kristin Walsh** **Communications Chair**
24 **Jay Jarvis** **Grounds Chair**

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26 **MANAGEMENT COMPANY ATTENDEES:**

27 **Diane Tschirhart** **Property Manager, KPA**
28 **Leslie Churn** **Recording Secretary, Minute-By-Minute**

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30 **I. Call to Order**

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32 Mr. Tremols called the meeting to order at 7:02 p.m. and introduced the Board
33 members and management company representative.

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35 **II. Open Forum**

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37 There were no issues to discuss during Open Forum.

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39 **III. Approval of Minutes**

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41 **MOTION: Mr. Jarvis moved, Ms. Krahn seconded, to accept the February**
42 **13, 2008 Board meeting minutes as amended. The motion passed**
43 **unanimously (3-0-0).**

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45 **IV. Management Report**

47 Ms. Tschirhart reported the following:

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49 Management has received a proposal for the Reserve Study for the total cost of
50 \$1,975.00. Mr. Jarvis stated that the Financial Committee will come back with a
51 recommendation after a full review.

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53 Ms. Tschirhart reported that she will bring three proposals for the Merrimac
54 Trail pipe stem re-pavement and erosion project to the April Board Meeting.

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56 Ms. Tschirhart stated that she has spoken with Mr. Patterson regarding the
57 mailboxes and he has received the check and he will be calling to let her know the
58 arrival date. Mr. Jarvis suggested having an employee from the post office come
59 and deliver the new keys.

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61 Ms. Tschirhart reported that she has been having a hard time getting a room at
62 the Government Center for hearings. She suggested that the Board have a
63 standing violation hearing meeting at the same time each month so she can book
64 the room in advance. The Board agreed to pick the date and time via email.

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66 Mr. Tremols reminded Ms. Tshirhart that the spring inspections should be
67 completed by the end of March.

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69 ***Mr. Iddings joined the meeting at 7:11 p.m.**

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71 **V. Committee Reports**

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73 **ACC:**

74 Susie Lee, ACC Chair, Butterfield Lane, reported that the next work session for
75 the ACC will be on Monday, March 17, 2008 to discuss two requests.

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77 **Grounds Committee:**

78 See Mr. Jarvis's full report included in the Board packet. In addition, Mr. Jarvis
79 reported that the Committee is looking for a permanent solution for the most
80 severe erosion and suggested using concrete channels and to start getting bids.
81 Mr. Iddings expressed concerns regarding concrete channels and stated that he
82 does not think it is the ideal solution for every situation in dealing with erosion
83 issues. Mr. Tremols stated that the Grounds Committee will fulfill its function
84 and each project will need to be approved by the Board.

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86 The Board discussed the Committee's proposals for tree projects as listed in Mr.
87 Jarvis' report.

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89 **MOTION: Mr. Jarvis moved, Ms. Krahn seconded, to approve the tree**
90 **planting projects as listed in Mr. Jarvis' report as amended to include the**
91 **fallen tree at the tot lot. The motion passed unanimously (4-0-0).**

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Mr. Jarvis stated that the Committee agreed to set grounds work day on the second Saturday of each month from 10 a.m. to 12:00 noon. The next meeting of the Committee will be March 25, 2008 at 7:00 p.m. at Mr. Jarvis' home.

Finance Committee:

Ms. Krahn stated that the Committee met on February 28, 2008. They are in the process of writing up a report as to why the assessments increased.

Management is putting late fee or past due amount history from LMA in the quarterly invoices.

Ms. Krahn reported that the Finance Committee is requesting that each Committee turn in a spreadsheet on a quarterly basis to help manage and prepare the budget for the upcoming year. Mr. Jarvis indicated that volunteers may not have time to complete every field of the spreadsheet. Mr. Tremols indicated the spreadsheet may contain more fields than necessary to track expenditures.

MOTION: Ms. Krahn moved, Mr. Iddings seconded, to require that each Committee use a spreadsheet created by the Finance Committee to provide a quarterly project list for planned projects and associated funding. The motion failed (2-2-0) with Mr. Jarvis and Mr. Tremols opposing.

Neighborhood Watch:

Mr. Jarvis stated that the next Committee meeting will be on March 20, 2008. Mr. Jarvis stated that they are trying to re-organize the Committee.

Communications:

Ms. Kristen Walsh reported that the next Newsletter is due out on April 1, 2008 and she will need to have all articles submitted by March 20, 2008. Ms. Walsh stated that she will follow up on a May yard sale. Ms. Walsh stated that the Arbor Day agenda will be in the Newsletter.

Pool and Recreation:

Ms. Linda Witham was absent; therefore no report was provided. Ms. Tschirhart stated that she will have the pool deck bids at the April Board meeting.

VI. Old Business

There was no Old Business to discuss.

VII. New Business

139 There was no New Business to discuss.

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141 **IX. Action Item Review**

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143 Ms. Tschirhart reviewed the action item log to identify those items that could be closed.

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145 X. MOTION: Mr. Jarvis moved, Mr. Iddings seconded, to convene into Executive
146 Session at 9:05 p.m. The motion passed unanimously.

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148 The Board came out of Executive Session at 9:33 p.m. and directed the Management
149 Company to send seek additional judgment against an owner who has not paid
150 assessments and fines and to direct legal counsel to redirect any rent received to be
151 redirected to cover the judgments. The Management Company is to also determine if
152 there is a lien on another property where the owner has not paid assessments and fines.

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154 **X. Adjournment**

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156 There being no further business to discuss, Mr. Tremols adjourned the Board meeting at
157 9:34 p.m.

158

159 Respectfully Submitted,

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161

162

163 E.J.Jarvis II

164 Secretary