

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Monday, February 9, 2015  
Woodburn Elementary School  
3401 Hemlock Drive, Falls Church, VA 22042**

**BOARD MEMBERS PRESENT:**

Carl Iddings, President  
John Alexander, Vice President  
James Franklin, Treasurer  
Kathy French, Director at Large

**BOARD MEMBER ABSENT:**

J. Gaston, Secretary

**OTHERS PRESENT:**

Anne Sansbury  
Amanda Sansbury  
Lisa Conoly  
Dale Edwards, Sequoia Management  
Chris Collins, Recording Secretary, Northern Virginia Minutes

**I. CALL TO ORDER:**

Mr. Iddings called the meeting to order at 7:02 p.m. and confirmed a quorum.

**II. CITIZENS' COMMENTS:**

There were no comments from citizens.

**III. APPROVAL OF MINUTES:**

**MOTION: Ms. French moved, Mr. Franklin seconded, to approve the minutes of the January 12, 2015 Board meeting as presented. The motion passed unanimously (3-0-0). Mr. Alexander had not arrived at the time of the vote.**

**IV. PRESIDENT'S COMMENTS:**

Mr. Iddings reported that the food drive held on Martin Luther King Day was a success with over 500 pounds of food collected. He thanked those who contributed.

The farewell party for Jay Jarvis was a big success. Mr. Iddings thanked Anne Sansbury and Courtney Gorham for organizing the party.

Mr. Iddings reported that he and Mr. Gaston will do a walk-through of the community in April to inspect the sidewalks.

Lastly, Mr. Iddings reported that Jay Jarvis has donated a vertical file to the association. He will speak with Mr. Gaston about potentially storing association documents in the file.

## V. MANAGEMENT REPORT

Mr. Edwards reported that there are three hot water heater replacement proposals in the Board packet. The light on Newport Glen Pass has been repaired. He has confirmed that the Board email distribution list is updated.

## VI. COMMITTEE REPORTS:

Architectural Control Committee: Mr. Iddings noted that the house at 7842 Ashley Glen Road is on the market, but there are still outstanding issues with the property. He asked Mr. Edwards to inspect the property and send a current violations letter out to the Remax realtor listing the property for sale.

Communications Committee: Mr. Iddings reported that the February/March newsletter will go out this weekend.

Grounds Committee: Anne Sansbury reported that the committee has been working on a contract for the community garden. Erosion projects are on hold until winter is over.

Neighborhood Watch Committee: No report was given.

Pool & Recreation Committee: Ms. Conoly reported that someone recently trespassed at the pool. They most likely climbed the fence and then let the others in. Mr. Edwards will purchase a lock to lock the fence from the inside as well as the outside. The Board agreed to discuss the updated pool rules at the March Board meeting.

Finance Committee: Mr. Franklin asked for clarification on legal fees. Mr. Edwards will speak with the association attorney and report back on how the association is charged and what services fall within the retainer. Mr. Franklin also reported that the replacement reserves and equity need to be consolidated into one account on the budget in order to avoid the appearance that they are actually separate accounts (per reserve study). Lastly, Mr. Franklin requested that the Board discuss a tax strategy during the March Board meeting.

## VII. OLD BUSINESS:

### Pool Hot Water Heater Replacement

**MOTION: Mr. Franklin moved, Ms. French seconded, to approve the proposal from Atlantic Pools for option #2 in the amount of \$5,900.00 to replace the pool hot water heater, contingent on verification of licensing and insurance for the plumber**

doing the installation, and that the expense be charged to reserve funds. The motion passed unanimously (4-0-0).

#### **VIII. NEW BUSINESS:**

##### Pool Fence Replacement:

**MOTION: Mr. Franklin moved, Mr. Alexander seconded, to approve the proposal from Peters Landscaping for the replacement of the pool fence in the amount of \$11,900.00, to be charged to reserve funds. The motion passed unanimously (4-0-0).**

The Grounds and Pool committees will meet to discuss landscaping issues related to this project. Mr. Edwards will seek a proposal from Bladerunner for landscaping for this project and will also ask Peter's to provide an updated proposal in terms of landscaping.

##### Engagement Letter with Goldklang Group

**MOTION: Mr. Franklin moved, Ms. French seconded, to approve the engagement letter from Goldklang Group to perform the FY 2015 audit in the amount of \$3,800.00, and the FY 2016 audit in the amount of \$4,000.00. The motion passed unanimously (4-0-0).**

##### Community Parking District

Mr. Iddings reported that Supervisor Penny Gross is considering recommending that Mason District be declared a "Community Parking District," which would prohibit the parking of trailers, boats, large trucks, buses, and tractor trailers on residential streets. He asked the Board to consider if it should take a position on this.

**MOTION: Mr. Iddings moved, Ms. French seconded, to endorse Supervisor Gross' communitywide proposal for the Mason District. The motion passed unanimously (4-0-0).**

#### **IX. ACTION ITEMS:**

- Inspect the property at 7842 Ashley Glen Road and send out a current violations letter
- Purchase new chain and lock for the inside of the pool fence
- Find out how legal fees are charged and what services are included in the retainer
- Ask Bladerunner to submit a proposal for landscaping work at the pool related to the replacement of the fence, and ask Peter's for an updated proposal

#### **X. ADJOURNMENT:**

There being no further business, Mr. Iddings adjourned the Regular Session of the Board meeting at 8:19 p.m. to convene an Executive Session.

## XI. EXECUTIVE SESSION

The Board entered into Executive Session at 8:30 p.m. The Board discussed the aging report. Two units had their parking privileges revoked and their accounts were referred to collections. In addition, a late fee was waived for one homeowner due to extenuating circumstances. The Board went on to discuss the draft audit, investment alternatives and replacement reserve budgeting.

There being no further business, the Board rose from Executive Session at 9:13 p.m., reported its deliberations, and adjourned the meeting.

These minutes, having been reviewed and properly approved by the LVCA Board of Directors during the regularly scheduled monthly meeting held March 9, 2015, are hereby submitted as APPROVED.

Respectfully,

//Gilbert J. Gaston, Jr.//  
ATTEST: J. Gaston, Secretary