

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, August 10, 2015
Woodburn Elementary School
3401 Hemlock Drive, Falls Church, VA 22042**

BOARD MEMBERS PRESENT:

Carl Iddings, President
John Alexander, Vice President
James Franklin, Treasurer
J. Gaston, Secretary
Kathie French, Director at Large

BOARD MEMBER ABSENT:

OTHERS PRESENT:

Amanda Sansbury
Mike Nutbrown, Grounds Committee Chair
Doug Stewart, Neighborhood Watch Chair
Dale Edwards, Sequoia Management

I. CALL TO ORDER:

Mr. Iddings called the meeting to order at 7:10 p.m. and confirmed a quorum.

II. CITIZENS' COMMENTS:

Amanda Sansbury stated that the wine and cheese event was enjoyable.

There were no other citizens' comments.

III. APPROVAL OF MINUTES:

MOTION: Mr. Alexander moved, Mr. Franklin seconded, to approve the minutes of the July 13, 2015 Board meeting as presented. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Mr. Iddings noted that he has received no response from Finley about the warranty work Finley needs to complete for the milling and paving project. Mr. Edwards stated that he saw Joe Wolfrey, the Finley project manager for our milling and paving project at an event and discussed with him the outstanding warranty work. Mr. Wolfrey assured Mr. Edwards that the work would be completed under warranty and that he would be in contact with Mr. Iddings to discuss the work.

Mr. Iddings also thanked Doug Stewart, Kristina Stewart, Maria Ugincius, and Linda Boone for their work on National Night Out, which assured that the Association's celebration was a well-organized success. Finally, Mr. Iddings noted that he had no volunteers to serve on the Nominating Committee and that he will continue to look for two homeowners to serve on the committee.

V. MANAGEMENT REPORT

Mr. Edwards reported that 6 of 15 new arbor vitae plantings around the pool were dead or in distress due to insufficient watering. Mr. Edwards noted that 52 residences in Lafayette Village are rentals. Seven of these rentals have submitted their Tenant Disclosure forms, but not all of these are complete because they lack the tenant's signature on Exhibit B, Tenant's Acknowledgement of Rules and Regulations. Mr. Edwards inquired whether the tenant disclosure process would be part of pool pass issuance in the future. Mr. Iddings will recheck the resolution to confirm language but it appears tenants of owners who fail to submit the documentation would not get a pool pass. He also noted the following actions taken since the last Board meeting:

- Sent a reminder to Atlantic Pool to coordinate their support for Swim Under the Stars
- Hearing notices were sent out

VI. COMMITTEE REPORTS:

Architectural Control Committee: Ms. Cutter was not present so no report was provided. Mr. Iddings shared that Ms. Cutter is concerned that people are doing alterations without getting necessary ACC review. She is also trying to enforce like-for-like installation.

Communications Committee: Mr. Iddings reported that the August newsletter was delivered the weekend of August 1st. There have been four email announcements. The deadline for submissions in the October newsletter will be September 28. The website continues to be updated with relevant information.

Grounds Committee: Mr. Nutbrown reported the committee is getting quotes for tree maintenance. The new reflective parking signs are now on hand and he is looking for volunteers to help install them. He also reported a new playhouse is in place, a new bench has been installed on Butterfield Lane, and the dog run has been removed from the meadow. The RFP for concrete sidewalk repair is to be finalized by 14 Aug. The committee continues to review erosion control projects. The committee will add new mulch to the playground but will look for a more comprehensive solution as part of the Lafayette Village 2025 Committee. Mr. Franklin suggested that regarding tree removal, it would be helpful to residents to make an announcements about what trees are to be removed and when.

Neighborhood Watch Committee: Mr. Stewart reported that police had reported two events since the Board's last meeting: one larceny on Butterfield Lane and one noise

event. Fairfax County Police is also arranging training for interested neighborhood watches. Mr. Stewart will look for training dates due to interest in participation expressed by residents during National Night Out, which was a very well attended event.

Pool & Recreation Committee: Ms. Conoly was not present, but Mr. Iddings reported everything is going well. There was a great turn out for Swim Under the Stars, with well over 50 people attending. There will be a cookout on August 29 from 4 – 6 pm, with the pool remaining open until 8 pm. Ms. Conoly is looking for gas grills and volunteers to do grilling. The pool closes for the season on Memorial Day, Monday, September 7, at 8 pm.

Finance Committee: Mr. Franklin presented the preliminary 2016 community budget for the Board to review. He confirmed that the number of community residences did not change. He requested that Mr. Edwards look at the cost of insurance for uncovered workers and worker comp coverage. Ms. French asked about what workers we have that aren't covered. Mr. Franklin explained why the coverage was important and that it also covers volunteers. Mr. Iddings asked Mr. Edwards to check about receiving our free month of trash collection service in the 3rd and 5th years of our trash contract. Mr. Franklin asked the various committee heads to review their respective line items for appropriateness. In discussing reserve fund utilization, Mr. Franklin recommended that the Grounds Committee prioritize safety and structural activities. The next meeting of the Finance committee will be the fourth Monday of August. The final budget will be reviewed at the October annual general membership meeting and then reviewed and adopted by the Board during its November meeting.

Fairfax Federation: There was no report.

VII. OLD BUSINESS:

Lafayette Village 2025 Committee Membership: The Board discussed membership for this committee. Mr. Iddings appointed Kathie French to chair the Lafayette Village 2025 Committee.

MOTION: Mr. Iddings moved, Mr. Gaston seconded, to appoint Susan Dudley, Francis Downey, J. Gaston, and Mike Nutbrown to the Lafayette Village 2025 Committee. The motion passed unanimously (5-0-0).

VIII. NEW BUSINESS:

Finance Committee Membership: The Board discussed membership for this committee, noting that DJ Terreri is unable to continue due to other obligations. Mr. Chris Morgan, who works in finance, has volunteered to join the committee. The committee's membership would now be Jim Franklin, Kathie French, Carl Iddings, and Chris Morgan.

MOTION: Mr. Iddings moved, Ms. French seconded, to appoint Chris Morgan to serve on the Finance Committee. The motion passed unanimously (5-0-0).

Resolution to Amend Parking Regulations: The Board discussed a resolution to modify the community's parking regulations.

MOTION: Mr. Franklin moved, Ms. French seconded, to adopt the resolution to modify LVCA parking regulations. The motion passed unanimously (5-0-0).

Resolution to Allow Electronic Voting by Board: The Board discussed a resolution to amend the Associations By-laws to include a provision specifically allowing Board members to register their votes electronically on matters under consideration outside a normally scheduled meeting. These votes would be included for record in the minutes of the next regularly occurring Board meeting. The notice to Association members for the upcoming annual meeting will include a notification that this matter will be discussed.

MOTION: Mr. Iddings moved, Mr. Franklin seconded, to adopt the resolution to enable electronic voting by the Board. The motion passed unanimously (5-0-0).

Mr. Iddings discussed the fact that, since the Association had no electronic copy of our By-laws, he created a copy in Microsoft Word from the pdf version posted on the Association web site. He further explained that we do not have Word versions of the Articles of Incorporation or other covenants.

Tot lot fence replacement: Mr. Edwards explained that he received only one quote for replacing the front section of fence, the bottom rail, and the gate, though he had requested bids from three vendors. One vendor didn't respond and one responded but the proposal was not compliant with the work requested.

MOTION: Mr. Gaston moved, Mr. Alexander seconded, to accept the proposal received from Peter's Landscape, Inc. The motion passed unanimously (5-0-0).

IX. ACTION ITEMS:

- Review trash arrangement for free month
- Check with Chris Collins about transcribing covenants
- Provide insurance costs to date to Jim Franklin
- Send Carl and Jim a list of pool supplies charged by Atlantic Pool
- Get status of tenant disclosure as of September 1
- Bring five extra statement of income reports to future Board meetings

X. ADJOURNMENT:

There being no further business, Mr. Iddings adjourned the Regular Session of the Board meeting 8:35 p.m. to convene an Executive Session.

XI. ADJOURNMENT:

The Board entered into Executive Session at 8:39 pm. The Board reviewed the aging reports, and referred one owner account for collection and suspension of parking privileges. The Board wrote off \$.82 which was erroneously still appearing on a finance statement.

The Board held hearings for 16 homeowners having a total of 19 ACC violations. The Board adjudicated all 16 of these hearings, allowing extensions for 11 of the homeowners who had contacted the management company to provide plans for bringing their homes into compliance with ACC guidelines. The Board also revoked parking privileges and other membership privileges for five of the homeowners who continued to not be in compliance with the ACC guidelines.

There being no further business, the Board rose from Executive Session at 9:10 pm, reported its deliberations and adjourned the meeting at 9:10 pm.

These minutes, having been reviewed and properly approved by the LVCA Board of Directors during the regularly scheduled monthly meeting held October 20, 2015, are hereby submitted as APPROVED.

Respectfully,

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