

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

**Monday, January 10, 2011
Mason District Center**

BOARD MEMBERS PRESENT:

Jay Jarvis
Sean Walsh
Hattie Walden
Terri Clark

OTHERS PRESENT:

Diane Tschirhart Property Manager, KPA
Chris Collins Minute-By-Minute

I. CALL TO ORDER:

Mr. Jarvis called the meeting to order at 7:00 p.m.

II. CITIZENS COMMENTS:

Ms. Walden presented a comment on behalf of a homeowner who was not present. She inquired about the leaf blowing and when the leaves would be collected. Mr. Jarvis responded that the crew is coming tomorrow morning to finish the job. Mrs. Walden inquired about long standing violations at a home on Yorktown Village. Mr. Jarvis responded that the Board was aware of the violations and the owner had received violation notices.

III. APPROVAL OF MINUTES:

MOTION: Ms. Clark moved, Mr. Walsh seconded, to approve the minutes of the December 13, 2010 Board meeting as amended. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mr. Jarvis reported that due to work conflicts, Mr. Howard has resigned from the Board. The position will be filled at the February 2011 Board meeting.

V. MANAGEMENT COMPANY REPORT:

Ms. Tschirhart stated that there was nothing new to report. Mrs. Walden inquired about an action item in the board packet that was marked completed (notify Board of owners

who have already had parking suspended), but the information was never received by the board. Ms. Tschirhart stated that she would e-mail the information under separate cover.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Angela Cutter reported that there was no committee meeting in December, but the committee will meet the third Thursday in January. She stated that the committee's major concern is consistency.

There was a discussion among Board members that past ACC inspection violation reports did not seem to be followed-up by the management company and that there appears to be inconsistency in reported violations.

Communications Committee: Carl Iddings reported that the next newsletter will be published the last weekend in January. The deadline for articles is January 29th. He also reported that an email will go out about the second Christmas tree pick-up.

Grounds Committee: John Alexander reported that the volunteer work day was a big success. He stated that there was no committee meeting in December, but the committee will meet in January. They will discuss the community garden, the Arbor Day event, and the mailbox project. Mrs. Walden and homeowner Deborah Dunham inquired why small trees were being planted under large trees. Mr. Jarvis responded that the long range plan is to remove almost all of the pines, which are most of the tall trees in LVCA. New trees of all sizes are being planted. The very small trees were donated to LVCA and were planted but may not remain in their current location.

MOTION: Ms. Walden moved, Mr. Walsh seconded, that for grounds record keeping, tracking and reference purposes, the grounds committee, as noted in the July 12, 2010 minutes, under Grounds Committee Report; submit to the Board a status report on all 2009 and 2010 projects, in an at-a-glance format. The spreadsheet will include date, location, scope of work, vendor, estimated cost, and final cost. The information will also include trees purchased by the committee on behalf of the community.

Be it further resolved that, effective immediately, the committee will submit to the Board detailed documentation on projects planned for Lafayette Village Community, in the same format, to support 2011 Budget Lines.

Be it further resolved that, when required, the management company will submit, to the Board for review, at least three proposals for individual grounds projects; with recommendations from the committee, if applicable. The Board will decide which contractor best meets the requirements for the project.

Be it further resolved that, in an effort to establish transparency for all Board members as to how LVCA funds for grounds are being allocated, it is required that all grounds projects be reviewed and approved by the Board. However, grounds maintenance, in an emergency situation that costs under \$500.00 do not require prior approval; but must be noted on the spreadsheet and supported with backup documentation.

The motion failed (1-3-0).

Finance Committee: Mr. Walsh reported that there will be no committee meeting in January.

Fairfax Federation: Mr. Iddings reported that the December meeting was cancelled, but one is scheduled for January.

Mason District Council: Mr. Jarvis reported that the council encourages communities to have a clean-up day.

VII. OLD BUSINESS:

Traffic Calming Update: Mr. Iddings reported that the project will be finished by the end of February.

VDOT Update: Mr. Jarvis reported that work has started on this side of the Beltway on the waterline. No court date has been scheduled as of yet. Mr. Walsh commented that a court date will most likely not be set until the work is completed.

Standard Operating Procedures Manual: Ms. Walden shared with the Board a draft of the first portion of the manual. She stated that information was taken from the governing documents and that she used Robert's Rules of Order as a reference. The manual will be reviewed with other homeowners before it is presented to the Board.

VIII. NEW BUSINESS:

Order, Decorum & Communications within Board Process: The Board discussed the current communications situation and the need for improvement.

IX. ADJOURNMENT:

Mr. Jarvis ended the Open Session of the Board meeting at 8:06 p.m. to move into Executive Session to discuss the KPA contract.

X. EXECUTIVE SESSION:

Upon a motion duly moved and seconded, the Board moved into Executive Session to discuss homeowner accounts, violations and to hold hearings on some violations.

Mr. Jarvis recessed the meeting while the room was cleared of all but those authorized to participate in the Executive Session.

The Board rose from Executive Session and reported it had directed the management company to suspend parking privileges for four homeowners; and gave one homeowner until January 31, 2011 to correct all violations. The Board directed KPA reinspect properties the Friday before a hearing and to take pictures of the outstanding violations.

Mr. Jarvis adjourned the Regular Session of the Board meeting at 8:35.

Respectfully Submitted,