

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING

Monday, September 8, 2008

Mason District Government Center
Annandale, Virginia

7:00 p.m.

BOARD MEMBERS PRESENT:

- Joaquin Tremols President
- Sean Walsh Treasurer
- Michele Krahn Member at Large

BOARD MEMBERS ABSENT:

- Jay Jarvis Secretary
- Kathie French Vice President

COMMITTEE CHAIRS PRESENT:

- Susie Lee ACC Chair
- Kristin Walsh Communications Chair

OTHER ATTENDEES:

- Diane Tschirhart Property Manager, KPA
- Tammi Butler Recording Secretary, Minute-By-Minute

I. CALL TO ORDER

Mr. Tremols called the meeting to order at 7:05 p.m.

II. CITIZENS COMMENTS AND FEEDBACK

A homeowner, Carl Iddings of Yorktown Village Pass, stated that he was concerned about trash being stored on the stoop at 7812 Byrds Nest Pass. Mr. Iddings also had concerns about the trash being placed on 3737 Yorktown Village Pass. Mr. Iddings expressed concerns about the moss and algae on fences. Mr. Tremols reported that the resident at 7812 Byrds Nest Pass had been cited but the other resident had not. The management company was asked to check the properties for further administrative action including violation letters, calls to a hearing, etc. Mr. Walsh reported that residents were placing trash in the community trash bin on the west side of Lafayette Village Drive near Newport Glen.

47 **III. APPROVAL OF MINUTES**

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49 **MOTION: Ms. Krahn moved, Mr. Walsh seconded, to approve the draft**
50 **minutes from the August 11, 2008 Board meeting as presented. The motion**
51 **passed unanimously (3-0-0).**

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54 **IV. MANAGEMENT REPORT**

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56 Ms. Tschirhart asked the Board if they were satisfied with the services from last year with
57 snow removal. The Board reported they were overall satisfied. Ms. Tschirhart reported
58 the pool filters are not in compliance with new regulations recently passed by the
59 Virginia legislature, and the cost to make the repairs is approximately \$10,000.00. KPA
60 will obtain bids for new filters. Mr. Tremols announced there will be three meetings next
61 month; the ACC Violations, Hearing and the Annual Meeting, followed by a brief Board
62 Meeting. Mr. Tremols noted that the Annual Meeting falls on Columbus Day, which is a
63 KPA holiday. Accordingly, the Board scheduled the Annual and Board Meetings for
64 Thursday, October 16, 2008. Mr. Tremols announced that Mr. Walsh and Mr. Iddings
65 will be the speakers at the meeting. Mr. Walsh stated he will discuss the Reserve Study,
66 and Mr. Iddings will discuss the sound study.

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68 **V. COMMITTEE REPORTS**

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70 **ACC:** Ms. Lee reported that the committee still needs to check which mailboxes
71 need to be power- washed, and whether the Post Office allows them to be painted.
72 The Post Office has indicated in the past that the mailboxes should not be painted,
73 but recent feedback indicates painting may now be permissible. The management
74 company was asked to double check this, and if painting is permissible, what
75 colors and paints are acceptable to the Post Office. A homeowner, Lisa Conoly of
76 Byrds Nest Pass, inquired about the new mailbox on Birds Nest Pass. Ms. Conoly
77 committed that it was facing a different direction than the old one. It was
78 explained that in some cases the new mailboxes are not loaded by the Postman
79 from the back. For some new mailboxes, the Postman must get out of the Post
80 truck and load the mailboxes from the front.

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82 Ms. Lee explained that the replacement of bay windows needs to be approved by
83 the ACC. Mr. Iddings stated that some replacement bay windows do not appear to
84 align properly. Ms. Lee explained that if proper procedures were followed and the
85 new bay windows were approved by the ACC, then the new bay windows should
86 line up. Mr. Iddings informed the Board that there are two to three units on
87 Butterfield Lane and Yorktown Village that do not line up. Mr. Iddings also had
88 concerns about residents placing announcements or notices by the mailbox. He
89 further stated that people need to be responsible for taking notices down.

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91 **Grounds Committee: In the absence of the committee chair, no report was**
92 **given.**

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Finance Committee: Mr. Walsh reported that the updated Reserve Study and the first draft of the 2009 budget will be discussed at the next meeting of the Finance Committee, which is scheduled for September 25, 2008. A resident expressed concerns regarding amounts in excess of FDIC insurance limits. Mr. Walsh explained that most of the funds have been moved and that the exposure to FDIC limits has been substantially decreased.

Neighborhood Watch Committee: Mr. Tremols announced the next meeting of the committee is scheduled for Tuesday, September 9, 2008

Communication Committee: Mr. Tremols stated the deadline for submitting newsletter articles is September 24, 2008. Mr. Iddings proposed to the Board that they take advantage of the quarterly bill to collect email addresses. Ms. Tschirhart will amend the welcome letter to request email addresses. Mr. Iddings also asked if KPA collected email addresses from new residents, and if so, if those email addresses could be forwarded to the webmaster to be included in the LVCA mailing list. Mr. Tremols noted the value in sending out regular email notices. Mr. Tremols suggested writing an article in the newsletter requesting residents to send their email addresses to the webmaster.

Mr. Iddings presented a proposal to the Board regarding the ability to set up email addresses for the Board members. Mr. Tremol responded that he would like to hold off on that and discuss it further at a later date.

Pool Committee: Mr. Tremols announced the pool is closed for the season. There was nothing further to report.

VI. OLD BUSINESS

Mr. Tremols requested that Mr. Iddings give a report regarding the sound monitors. Mr. Iddings reported the sound monitors are in place. He further stated the project did not start at the end of August as initially planned, since traffic would be considerably lower during that time period. Instead, the installation for the four monitors in the three locations was done on Tuesday, September 2nd. Mr. Iddings reported the sound monitors were installed and recordings were done correctly and will meet the standards required for an acceptable sound study.

Mr. Tremols reported that a resident requested that four pine trees be removed from a common area and had approached the ACC for permission. Mr. Tremols stated that the Grounds Committee decides about tree plantings and removals on common areas, not the ACC.

Mr. Iddings recommended that the Board come up with a policy about residents making requests for removing or planting trees. Mr. Tremols explained that the Grounds Committee already has a process which is working well. Mr. Tremols

139 reported that he has heard a lot of positive feedback from residents that they are
140 satisfied with the Grounds Committee work.

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142 VII. NEW BUSINESS

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144 **Violation Notices:** Ms. Tschirhart reported that they are not hand delivered but
145 mailed. Mr. Tremols stated this discussion would be continued in Executive
146 Session.

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148 **Neighborhood Grants Money:** Linda Boone noted that Fairfax County had a
149 neighborhood grants program that provided funds to neighborhoods and
150 community associations for local projects. Ms. Boone volunteered to prepare a
151 proposal for the next grant cycle. Ms. Boone requested that the Board submit
152 ideas regarding requests. Ms. Boone explained to the Board \$5,000.00 can be
153 used for a variety of things and that it starts at the beginning of the year.

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155 **Budget:** Mr. Tremols stated that the discussion for the draft of the 2009 Budget
156 will be deferred until the Finance Committee meets and has an opportunity to
157 review it and devise recommendations. Ms. Lee was asking if the mailboxes and
158 lights will be included in the budget. Mr. Walsh clarified that they would be
159 covered, whether it is from the ACC or Grounds Committee.

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161 VIII. ACTION ITEM REVIEW

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163 The following action items from tonight's meeting were logged by Ms.
164 Tschirhart:

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- 166 • Violation notices will be mailed
- 167 • Request that the attorney waive charges for the first consultation, since the
168 firm did not provide a fee schedule
- 169 • Attempt to collect email address and encourage residents to submit to
170 webmaster
- 171 • Quarterly bills will include a notice about providing email addresses to the
172 webmaster
- 173 • Send Annual Meeting notice
- 174 • Welcome letter

175 IX. EXECUTIVE SESSION

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177 **MOTION: Mr. Walsh moved, Ms. Krahn seconded, to move into Executive**
178 **Session at 8:09 p.m. The motion passed unanimously (3-0-0).**

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180 The Regular Session of the meeting was adjourned at 8:09 p.m.

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182 The Board rose from Executive Session at 8:21 p.m. and reported the following
183 actions taken: All violation and hearing notices will continue to be mailed as
184 indicated by the bylaws and the Virginia code.

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187 X **ADJOURNMENT**

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189 The meeting adjourned at 8:22 p.m.

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192 Respectfully Submitted,

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194 | Michele Krahn

195 Acting Secretary