

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, July 13, 2015
Woodburn Elementary School
3401 Hemlock Drive, Falls Church, VA 22042**

BOARD MEMBERS PRESENT:

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

BOARD MEMBER ABSENT:

J. Gaston, Secretary

OTHERS PRESENT:

Anne Sansbury
Amanda Sansbury
Angela Cutter, ACC Chair
Mike Nutbrown, Grounds Committee Chair
Lisa Conoly, Pool Committee Chair
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:

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

Lisa Conoly asked if there was an update to the issue of the missing mailbox on Byrds Nest Pass. Mr. Edwards responded that he left a message with the post office in Annandale but will follow up.

III. APPROVAL OF MINUTES:

MOTION: Mr. Franklin moved, Ms. French seconded, to approve the minutes of the May 11, 2015 Board meeting as presented. The motion passed unanimously (4-0-0).

MOTION: Mr. Alexander moved, Mr. Franklin seconded, to approve the minutes of the June 8, 2015 Board meeting as presented. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mr. Iddings reported that Mr. Gaston is out of town tending to a family illness. He also reported that the Board approved the tenant's disclosure resolution via email. The resolution was mailed to all residents.

Mr. Iddings also reported that he is still waiting to hear back from the project manager for the street milling and paving project. He and Mr. Gaston walked the property with the project manager in June to identify areas that need to be corrected. The project manager was to get back to Mr. Iddings with a plan to address these issues. Mr. Iddings noted that he will follow up with the project manager.

V. MANAGEMENT REPORT

Mr. Edwards reported that there is an issue with the outside phone jack at the pool and that the pool company is aware of the issue. He also noted the following actions taken since the last Board meeting:

- New picnic table ordered and installed at the tot lot
- Letter sent to the owners of 4020 Lafayette Village Drive re: parking in the pool parking lot
- Insurance policy was sent to the Board
- Contacted all vendors for proof of insurance
- Visitor parking sign at Byrds Nest Pass has been repaired
- Reminded Atlantic Pool about pool event

VI. COMMITTEE REPORTS:

Architectural Control Committee: Ms. Cutter reported there have been no unusual requests. The committee is still following up with residents who received violations during the spring inspection. Ms. Cutter noted that roof replacement without ACC approval continues to be an issue. Lastly, she stated that she will send the updated ACC guidelines to the Board.

Communications Committee: Mr. Iddings reported that the next newsletter will go out on August 1st. The deadline for articles is July 28th.

Grounds Committee: Mr. Nutbrown reported that the solicitation for the sidewalk work is due this week and will be reviewed by the committee. The tree list went out to the committee for comments. The erosion walk-through is on hold due to recent rain. Revisions to the "Reserved Parking" signs were discussed and the sign will be made. Azaleas will be planted next to the pool. The committee is looking into surface alternatives for the tot lot. Mr. Edwards has only received one proposal to replace the front fence of the tot lot, as most vendors are not willing to only replace the front portion. Mr. Iddings asked Mr. Edwards to request proposals for replacement of the entire fence.

Lastly, Mr. Nutbrown noted that committee meetings will now be held on Mondays, with the next meeting to be held on July 27th.

Neighborhood Watch Committee: Mr. Iddings reported that he and Mr. Stewart recently met with neighborhood watch representatives of the police and discussed recent crime activity in the area. The information received will be published in the next newsletter. They also discussed the issue of loitering in the meadows and the possibility of posting a “no trespassing” sign at the meadows. Mr. Iddings noted that National Night Out will take place on August 4th and asked Mr. Edwards to order a moon bounce and sno-cone machine.

Pool & Recreation Committee: Ms. Conoly reported that the first wine and cheese event at the pool went well and was attended by about twenty-five people. She advised Mr. Edwards that there are several lights that need to be addressed. Lastly, Ms. Conoly reported that the umbrellas have been ordered and the next event at the pool will be the “swim under the stars” event on July 25th.

Finance Committee: Mr. Franklin reported that reserve uses are on track. He noted that there are five areas that will be addressed during the upcoming budget process. This will be discussed later in the meeting.

Fairfax Federation: There was no report.

VII. OLD BUSINESS:

There was no old business to discuss.

VIII. NEW BUSINESS:

Consideration of Amendment to Parking Regulations: The Board discussed amending the parking regulations to allow parking at the pool during non-pool hours. Mr. Iddings will draft an article to publish in the newsletter that will advise residents that this is being considered. The Board also discussed the idea of issuing visitors passes.

Approval of “any worker” Compensation Insurance:

MOTION: Mr. Franklin moved, Ms. French seconded, to approve the proposal from the association’s insurance agent to add “any worker” compensation insurance to its policy at a cost of \$615.00 per year. The motion passed unanimously (4-0-0).

2016 Draft Budget: Mr. Franklin discussed the budget process that will begin in August. He requested that Mr. Edwards review the administrative budget and advise on increases or decreases for 2016. Ms. Conoly will review the pool budget. Mr. Iddings and Mr. Nutbrown will review the Maintenance budget. Mr. Franklin and Mr. Iddings will review the Fixed Items budget. Mr. Nutbrown will review the budget for the garden. Mr. Franklin will attend the grounds Committee meeting on July 27th and will discuss the

budget with the committee. He also offered to work with any other committees on their budget requests. He will bring a draft budget to the next Board meeting for discussion.

2015 Board Elections: Mr. Iddings reported that there will be two Board seats open for election at the Annual Meeting in October. Mr. Iddings will chair the Nominating Committee and will seek residents to serve on the committee.

2025 LVCA Community Vision: Mr. Iddings discussed the need to consider a long-range plan for the future of Lafayette Village so that the community can compete with new development occurring in the Annandale and Merrifield areas. Mr. Franklin suggested that a committee of no more than ten and no less than five be established to address this need. Mr. Iddings will ask Mr. Gaston to write an article on this for the newsletter.

IX. ACTION ITEMS:

- Call Annandale post office re: box on Byrds Nest Pass
- Have bush at Lafayette Village Drive and Yorktown Village Pass trimmed
- Address electrical outlet on pool pad, and the phone jack in the pool house
- Send violations list to Angela Cutter
- Order moon bounce and sno-cone machine for National Night Out
- Order downspout hose for pool
- Contact pool company re: pool event on July 25th
- Bring five extra statement of income reports to Board meetings

X. ADJOURNMENT:

There being no further business, Mr. Iddings adjourned the Regular Session of the Board meeting 8:58 p.m. to convene an Executive Session.

XI. ADJOURNMENT:

The Board entered into Executive Session at 9:00 pm. The Board discussed common maintenance issues and suggested including Helpful Hints in the newsletter. The Board also wrote off less than \$1 in receivables. There being no further business, the Board rose from Executive Session at 9:15 pm, reported its deliberations and adjourned the meeting at 9:15 pm.

These minutes, having been reviewed and properly approved by the LVCA Board of Directors during the regularly scheduled monthly meeting held August 10, 2015, are hereby submitted as APPROVED.

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Respectfully,

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