

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
2004 ANNUAL MEETING
OCTOBER 28, 2004 (7PM)
WOODBURN ELEMENTARY SCHOOL CAFETERIA**

BOARD MEMBERS and COMMITTEE MEMBERS PRESENT

MYKE GLAZE	PRESIDENT
PAM PAROLINE	VICE PRESIDENT
MARY JO KELLGREN	TREASURER
JOE BRACELAND	SECRETARY
MARY MCFADDEN	MEMBER AT LARGE
LINDA WITHAM	ACC CHAIR

MANAGEMENT ATTENDEES

JAN MOSHINSKY	MANAGEMENT AGENT
TRUDIE PETERSON	MANAGEMENT AGENT
SHANNON RAGAN	MANAGEMENT AGENT

RECORDING SECRETAY

ALEE TORKAS

ATTORNEY

SUSAN HORAN

CALL TO ORDER

The 2004 Annual Meeting of Lafayette Village Community Association was called to order at 7:03 p.m. at Woodburn Elementary School. This was an official meeting with an official quorum.

INTRODUCTIONS

Introductions of the Board of Directors and Management Agents were made to the membership.

APPROVAL OF MINUTES

The minutes from the October 22, 2003 Annual Meeting were reviewed.

Upon a motion made from the floor by Ann Summerson and seconded by Mr. Robrecht, the floor unanimously approved the October 22, 2003 Annual Meeting minutes, pending several corrections be made.

BOARD OF DIRECTORS UPDATE

President Glaze wanted to address a letter from Jeanette Smith of Merrimac Trail. Mrs. Smith's letter raised some concerns about some of the actions taken by Board of Directors over several terms. There were six points outlined by Mrs. Smith.

1. "The LVCA reserve account is under funded and has not had an adequate annual funding level for several years. Although the Board had knowledge of this situation, and required a 10% increase in owner's assessments in 2003, the board continued to fund non-essential projects."

Treasurer Kellgren reported from the 2002 and 2003 audits. She defined what a reserve account and reserve study is. She reported that a reserve study is needed every five years. The purpose is to show how much to put away for future reserve expenses. The 1992 study by GJB and the 1997 study by Chesapeake Design did not say the reserve account was under funded. These studies made recommendations as to what to contribute to reserves.

2. “ Even though the board was aware of under funding of reserves, they spent disproportionate amounts of money for aesthetic projects while the need for additional town home parking area lights, a community safety matter, was deferred.”

President Glaze reported that the Board of Directors was not aware of any under funding. He reported that monies were spent for a pool starter pump, coping stones around the pool and for a replacement streetlight. President Glaze stated that the ACC Committee addressed the lighting issue and the Board of Directors approved the ACC’s recommendation.

3. “ The Board did not consider multiple bids for the new community signs, before awarding the project to a single vendor. The cost to all of us? \$12,958”

President Glaze reported that the Board of Directors considered other bids. One bid was for only one sign at \$25,000. Graphic Services was awarded the job for \$12,958 from the original cost of \$13,668 due to a reduced sign size and a rebate for starting late.

4. “ The Board did not reassess the sign project’s feasibility when it was discovered that the initial price estimate or \$6,900 was incorrect and the cost would almost double. The board did not approve additional funds for the project, yet the project went ahead and with a total of \$12,958 being spent.

President Glaze reported that the Board of Directors discussed the sign increased costs during regular Board of Directors meetings in 2003.

5. “Despite an ACC Committee ruling to allow a town homeowner to remove a fence with the stipulation that it must be replaced, the Board decided that the owner did not have to replace a fence that had been removed.

Director McFadden reported that the ACC requested the homeowner replace the fence. The Board approved the homeowner’s request not to replace the fence. Then the Board reversed its own ruling. The violation was noted and the homeowner was notified. In any violation, the homeowner is notified and the Board gives the homeowner adequate time to make any changes. As of the annual meeting on October 28, 2004 all townhouses have fences.

6. “The Board did not hold Armstrong Management to its promise to issue a rebate on the monthly management bill to cover LVCA losses of interest and future earnings that occurred when they failed to deposit \$16,000 of our money in a CD, as directed by the board. In response to community-raised questions, not the board’s question about this matter, the promised reimbursement was finally made 10 months later.”

Director McFadden reported that Armstrong Management did pay the lost interest of \$195 in 10 months, but also paid another \$100 as a penalty for the delay in paying the lost interest.

OWNER/RESIDENT INQUIRIES

Tom Price of Hampton Village Pass commented on the 2003 meeting minutes. He was concerned as to why the 2003 annual meeting minutes did not have any documentation as to why there was a \$12,000 deficit.

Mr. Petosa of Hampton Village Pass commented that there was a deficit in 2003 and that there would likely be one in 2004, so why did the Board not recommend an increase in assessments.

Linda Boone of Yorktown Village Pass commented about the timing of sign replacements and why the sign replacement was done at the reserve study indicated there was a remaining life of four years.

Hattie Walden of Hampton Village Pass read from the August 2003 reserve study. The following comments were taken from the reserve study of August 2003:

- entrance sign is beginning to show age
- has a four year useful life
- it is reported that LVCA will replace in near future

President Glaze reported that the sign replacement project began in May of 2001. There were two bids. One bid was for one sign at \$25,000. President Glaze reported that LVCA paid \$12,958 for two signs.

Ann Summerson of Mount Airey Lane has been a resident of LVCA for eleven years. She commented on the 1992 and 1997 reserve study and inquired as to why only one rate increase over the past eleven years she has been a resident. Treasurer Kellgren reported that the LVCA by-laws only allow for a 10% increase in assessments each year and that the reserve study recommended \$79,608 budgeted for reserves and that this is an opinion.

Joaquin Tremols of Trammell Court commented that \$12,000 for sign replacement was frivolous as there was four years left according to the reserve study. President Glaze commented that \$6,254 was paid in March 2004 to GSI. He said the Board of Directors considered another bid for \$25,000 for one sign. Graphic Services provided two signs for \$12,958. The price was reduced due to Graphic Services reducing the sign size and LVCA was given a rebate due to the project starting late. Some homeowners were concerned that the signs did not go to the ACC for approval prior to the purchase of the signs.

Allen Story of Butterfield Lane commented that he would have liked the signs to be made of brick and mortar.

Jeanette Smith of Merrimac Trail retracted her statement that money was taken from reserves. Her corrected comments were that GSI rendered a bid. She wanted to see all bids. She has not received information for other bids to date. Only one bid was provided to the Board of Directors.

Director McFadden reported that she called AG&E four times and had no response. The Board of Directors finally found out that the sign price was included in the grounds enhancement. Director McFadden made a formal apology from the Board of Directors to Jeanette Smith for not getting her all the information relating to the sign.

President Glaze reported that both signs actually cost \$14,349 and one payment was made in September 2003 and the final payment was made in March 2004.

Joaquin Tremols of Trammell Court asked which of the two signs have backs. President Glaze stated that none of the signs have backs.

Joyce Morgan of Hancock Forest Trail posed the question if Jeanette Smith's letter could be answered in a written format. Director McFadden reported that it was necessary for the Board of Directors to discuss these issues with the community and prior to the election of new board members.

Sean Smith of Yorktown Village Pass thanked the Board of Directors for their hard work. He commented that Armstrong Management has been slow in response to issues and would like for the Board of Directors to try to help improve Armstrong Management's performance.

Secretary Braceland commented that there are issues being brought up that are over two and three years old that are being blown out of proportion.

An owner inquired about the erosion behind Peyton Forest Trail. Director McFadden reported that the Board of Directors got a proposal to put up a retaining wall, but still waiting on other proposals

Upon a motion made from the floor by Tom Price and seconded by Joyce Morgan, the floor unanimously approved to move on to nominations and elections.

Vice President Pam Paroline reported that there are three nominees: Linda Boone, Myke Glaze, and Mary McFadden and asked for any nominations from the floor.

Doug Mussey of Merrimac Trail nominated himself for a position on the Board of Directors. Mr. Mussey gave a brief speech about himself.

Jeanette Smith of Merrimac Trail nominated Joaquin Tremols of Trammell Court for a position on the Board of Directors. Mr. Tremols also gave a brief speech about himself.

Vice President Paroline asked the three candidates that were on the original ballot to give a brief speech about themselves.

Vice President Paroline proceeded to read the Board of Directors term to the floor. President Glaze's term expired that night, Director McFadden's term expired that night, Vice President Paroline's term expired that night, Secretary Braceland's term will expire in 2006 and Treasurer Kellgren's term will expire in 2005.

Jeanette Smith of Merrimac Trail mentioned that she wants more people on the Board of Directors and that LVCA can have up to nine Board of Directors.

ELECTION

There were several homeowners who voiced their concern over the term of Vice President Paroline. Some questioned whether her term is up in 2004 or 2005. Terms are for three years and there was confusion on whether her term was up. The floor and the Board of Directors discussed when Vice President Paroline's term expires.

Susan Horan, LVCA attorney representative says that everyone should vote for three people and if three positions were up, then those three would be on the Board of Directors. If there were two positions up, then the two people who received the majority of the vote would be on the Board of Directors. Ms. Horan clarified that a proxy is acceptable in any form if it is signed by the homeowner and witnessed.

Charles Bremer motioned to vote for two people and seconded by Joaquin Tremols.

Gordon Bernhardt of Mount Airey Lane voiced his concern over the proxies.

Doug Mussey of Merrimac Trail made a motion to vote.

Lou Lombardo of Butterfield Lane commented that he wanted a motion to elect three people.

Upon further examination from the floor and Board of Directors it was found that Jeanette Smith of Merrimac Trail changed proxies on her own and gave them out to the LVCA Community. Some homeowners voiced their opinion that Mrs. Smith's actions were uncalled for. The Board of Directors stated they were disappointed that Mrs. Smith would do something like this.

Tom Price motioned to vote for two people.

Bill Stieglitz of Butterfield Lane motioned to amend Charles Bremer's first motion to vote for two people that was seconded by Joaquin Tremols. The Board of Directors called to the floor and asked all in favor, floor responded by saying "I", motion was carried and amended.

Director McFadden motioned for the floor to vote for three people and seconded by Joaquin Tremols. The Board of Directors called to the floor and asked all in favor, floor responded by saying "I", motion was carried.

COMMITTEE REPORTS

ACC Committee

ACC Committee Chair Linda Witham reported that new members were appointed the ACC Committee. There were two meetings in September and October. Regular meetings will be held the first Monday of each month. ACC Chair Witham reported that the committee approved the addition of twelve streetlights among the LVCA community. Future projects will include the replacement of townhouse mailboxes, reviewing the current ACC guidelines, additional trim colors, look at previously used contractors and to include an ACC column in the LVCA newsletter.

ACC Chair Witham reported that the additional twelve lights would cost approximately \$36,000. This estimate is an increase to \$1,200 per light the Board of Directors had previously assessed.

Doug Mussey of Merrimac Trail would like the ACC Committee to look at the trees on the western side of Merrimac Trail. Mr. Mussey mentioned that there might be at least three trees that need repair or replacement.

Fred Saah of Yorktown Village Pass commented on the common area tree between 3721 and 3723 Yorktown Village Pass. He is concerned for the safety of his house. He would like someone to come and look at the tree. Director McFadden reported that Boyer's has looked at the tree and said the tree was fine. Management will ask Springfield Nursery to look at the tree for another opinion.

Kathy Stieglitz of Butterfield Lane commented on homeowner's violations with fences, satellites, and sheds. She posed the question to the Board of Directors as to what is considered a violation. Director McFadden reported that any houses in disrepair received notices to correct any violations. Director McFadden explained that the Board of Directors is aware of the shed issue and is addressing it. She asked that homeowners e-mail the Board of Directors with any questions or concerns that may come up.

Director McFadden reviewed the results of the second story deck survey as: 1 maybe, 11 yes and 47 no. Therefore, no further action will be taken.

Neighborhood Watch Committee

Vice President Paroline had no information to report on and asked the homeowners if they had any questions.

Linda Boone of Yorktown Village Pass asked the Board of Directors what could be done about the white paneled trucks in the LVCA intersection. The Board of Directors advised all homeowners to call the local police.

Joaquin Tremols of Trammell Court asked what the Board of Directors could do about the trailers. The Board of Directors reported that they couldn't take any action unless the trailers are parked for more than thirty days. President Glaze advised homeowners to call the Mason District about the trailers. President Glaze explained that the time of the thirty days starts when police come to look at the property. If the trailer is moved from the spot, then it is another thirty days from that spot for a violation.

William Jackson of Trammell Court reported that pets have been wandering in the tot lot. Suggested that maybe a sign could be put on the tot lot gate.

Recreation and Pool Committee

There will be a Halloween Parade on October 31, 2004.

The fall yard sale in September was not effective. Next year the committee is only recommending a spring sale with eight residents signed up before actually having the yard sale.

Joyce Mussey of Merrimac Trail questioned pool passes being charged at \$5.00 per home plus postage. The Board of Directors and Armstrong Management will look in to this concern and address at the next Board of Directors meeting on November 18, 2004.

Finance Committee

Treasurer Kellgren had to leave early so she could not report on Finances. Director McFadden reported that the 2005 budget will be addressed at the November 18, 2004 Board of Directors meeting.

Media Committee

Jennifer Dinoia reported that the newsletter would be out the week of October 25th. The election results should be available in this newsletter.

Secretary Braceland announced that the web site has a position open.

A homeowner commented on the circulated flyer at the meeting regarding web sites. No one claimed to be the producer of the flyer at the meeting. The Board of Directors will contact the person on the flyer.

ELECTION RESULTS

Secretary Braceland reported the following results:

Linda Boone with 85 votes
Joaquin Tremols with 69 votes
Mary McFadden with 66 votes

The final determination was that three members could be elected to the Board, so the above three were the top three elected.

There will be an announcement of the positions available at the November 18, 2004 Board of Directors meeting.

HOMEOWNER COMMENTS

Sean Smith of Yorktown Village Pass asked if the Board of Directors could get bids from other management companies and also talk to Armstrong Management about it's roles and ways to improve it's performance. Other residents also stated their displeasure with the performance of Armstrong Management.

Upon a motion made by Sean Smith to look in to other management companies, and seconded by Doug Mussey, The Board of Directors called to the floor and asked all in favor, floor responded by saying "I", motion was carried.

Homeowners inquired about changing or amending LVCA's documents. Attorney Susan Horan stated that you need a special motion meeting to change by-laws.

Hattie Walden of Hampton Village Pass questioned the 2002 and 2003 Christmas dinner that the Board of Directors and Armstrong Management had. Director McFadden explained that Armstrong Management or LVCA have always paid for these dinners.

ADJOURNMENT

Upon a motion made by Jim Bell and seconded by Michele Krahn, The Board of Directors unanimously agreed to adjourn the October 28, 2004 meeting at 10:08p.m.

Respectfully Submitted,

Alee Torkas