

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, March 9, 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

OTHERS PRESENT:

Anne Sansbury
Amanda Sansbury
Michael 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 7:05 p.m. and confirmed a quorum.

II. CITIZENS' COMMENTS:

Anne Sansbury inquired about the branding iron. Mr. Iddings responded that there is one that can brand furniture or equipment. He will ask Mr. Alexander if he knows where it is.

III. APPROVAL OF MINUTES:

MOTION: Mr. Gaston moved, Ms. French seconded, to approve the minutes of the February 9, 2015 Board meeting as amended. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Mr. Iddings reported that Blade Runners did a good job plowing during the last snow storm. They did three pass-throughs. He received only one complaint and that was during the first pass-through.

V. MANAGEMENT REPORT

Mr. Edwards reported that there were some issues with trash pick-up recently due to weather conditions, but they have been resolved. He also reported that he received

confirmation that a licensed plumber will be installing the hot water heater at the pool. He sent a violation letter to the owner of 7842 Ashley Glen Road. There are currently 10 violations outstanding. The property is currently on the market. Lastly, Mr. Edwards reported that spring inspections will begin on March 15.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Mr. Iddings noted that spring inspections will begin soon. Homeowners that are not in compliance may not receive pool passes.

Communications Committee: Mr. Iddings reported that the February/March newsletter will go out soon. Email notices have gone out recently, including information about the snow storms. The April/May newsletter will go out at the beginning of April and the deadline for contributions is the last week of March.

Grounds Committee: Mr. Nutbrown reported that a couple of trees have been taken down on Merrimac Trail and Newport Glen Pass. The committee has been looking at what will need to be cut down and what will need to be planted. After the committee makes its assessment, they will put together a plan. The committee is also currently assessing the condition of the retaining wall. A book sharing program will be established and a shelf in the pool house will be designated for dropping off and picking up books. A white dogwood tree will be planted during the Arbor Day celebration with the location to be determined. Lastly, Mr. Nutbrown suggested that the FAQs about snow removal that Bladerunners has posted on their website be made available to residents.

Neighborhood Watch Committee: No report was given.

Pool & Recreation Committee: Ms. Conoly reported that she has completed the 2015 pool rules, to be discussed later in the meeting. She inquired about the day that the switchover occurs of longer pool hours during the week day. Mr. Edwards will review the contract and let her know. She also asked for donations for the book sharing program. Lastly, Ms. Conoly inquired about the adult events to be held at the pool this summer. Mr. Iddings advised that she contact Angela Cutter, as she and a few other residents came up with the idea.

Finance Committee: Mr. Franklin noted that funds remain for retaining wall repairs/replacement projects as they were pushed forward to 2015. He asked Mr. Nutbrown to let him know how many replacements or repairs will be needed after the committee has made its assessment. Mr. Franklin reported that the audit has been completed and is clean, with no regulatory issues. He also asked for a volunteer to serve on the Finance Committee.

Fairfax Federation: There was no report.

VII. OLD BUSINESS:

Financial Reserve Fund Management: Mr. Franklin reported that he would like to transfer an amount of funds that would be 10% of the annual assessment from the Community Maintenance and Improvement account to the reserve replacement account, per the Board actions regarding the audit, attached.

Mr. Franklin discussed the proposed CD ladder plan where CDs will vary in maturity. This plan will better manage the reserves while maximizing returns on investment. (See attachment)

MOTION: Mr. Gaston moved, Mr. Alexander seconded, to authorize the Treasurer to sign and send a letter to Wells Fargo on how to manage the reserve funds to maximize returns. The motion passed unanimously (5-0-0).

VIII. NEW BUSINESS:

Approval of Representation Letter to Auditors:

MOTION: Ms. French moved, Mr. Gaston seconded, to authorize the Treasurer or President to sign the representation letter and send it to the auditors. The motion passed unanimously (5-0-0).

MOTION: Mr. Gaston moved, Mr. Alexander seconded, to authorize the Treasurer or President to sign the audit response letter and send it to the Goldklang Group. The motion passed unanimously (5-0-0).

Approval of Audit Correction Letter to Sequoia Management:

MOTION: Mr. Gaston moved, Ms. French seconded, to authorize the Treasurer to sign the audit correction letter and send it to Sequoia Management. The motion passed unanimously (5-0-0).

MOTION: Mr. Franklin moved, Ms. French seconded, to approve the engagement letter from Goldklang Group to perform the FY 2015 audit in the amount of \$3,800.00, and the FY 2016 audit in the amount of \$4,000.00. The motion passed unanimously (5-0-0).

Approval of 2015 Pool Rules:

MOTION: Mr. Gaston moved, Mr. Franklin seconded, to approve the 2015 rules, with the language regarding the 15 minute restricted swim period stricken. The motion failed (2-3-0).

MOTION: Mr. Franklin moved, Mr. Alexander seconded, to approve the 2015 pool rules. The motion passed unanimously (5-0-0).

IX. ACTION ITEMS:

- Review the pool contract and confirm the longer pool hours for Lisa Conoly
- Send Mr. Iddings the dates for the pool rules
- Confirm that the audit actions have been done
- Check the date of the reading of the water bill

X. ADJOURNMENT:

There being no further business, Mr. Iddings adjourned the Regular Session of the Board meeting at 8:43 p.m. to convene an Executive Session.

XI. EXECUTIVE SESSION

The Board entered into Executive Session at 8:47 p.m.

The Board reviewed the report of overdue payments, and revoked parking privileges for one owner in arrears. We discussed a report of a resident pouring grease and cooking waste into a public drain that empties into watershed tributaries. We decided to send a letter to the owner and tenant about the inappropriate disposing of food waste and grease in a storm drain. The Secretary will also contact another Lafayette Village resident for information about contacting Fairfax County authorities regarding the proper response and remediation. Finally, the Board reviewed and declined a request for waiver of late fees by one owner who is in arrears.

There being no further business, the Board rose from Executive Session at 8:59 p.m., reported its deliberations, and adjourned the meeting.

These minutes, having been reviewed and properly approved by the LVCA Board of Directors during the regularly scheduled monthly meeting held April 13, 2015, are hereby submitted as FINAL.

Respectfully,

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