

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Monday, September 12, 2016  
Mason District Government Center**

**BOARD MEMBERS PRESENT:**

Carl Iddings, President  
John Alexander, Vice President  
James Franklin, Treasurer

**BOARD MEMBERS ABSENT:**

Kathie French, Secretary  
Michelle Kloc, Director-at-Large

**OTHERS PRESENT:**

Angela Cutter  
Amanda Sansbury  
Anne Sansbury  
Lisa Conoly  
Mike Nutbrown  
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 thanked Lisa Conoly for a great pool season.

**III. APPROVAL OF MINUTES:**

**MOTION:** Mr. Franklin moved, Mr. Alexander seconded, to approve the minutes of the August 8, 2016 Board meeting as presented. The motion passed unanimously (3-0-0).

**IV. PRESIDENT'S COMMENTS:**

Mr. Iddings reported that the Annual Meeting will be held on October 12<sup>th</sup> in the large conference room at the Mason District Government Center. There will be two open Board seats to fill. Mr. Iddings also discussed an alternative to using the cafeteria at the elementary school for Board meetings. Mr. Iddings will contact Penny Gross' office to inquire about alternatives at the Mason District Government Center. Mr. Edwards will contact the elementary school about alternatives to the cafeteria.

## V. MANAGEMENT REPORT

Mr. Edwards reported that he has been having issues with Hot Wire regarding a replacement light for Ashley Glen. He will contact another vendor to find the light. He also reported that he will remove J. Gaston's name from CAI's contact list and add Michelle Kloc's name. Lastly, he noted that there is a hearing scheduled for this evening.

## VI. COMMITTEE REPORTS:

Architectural Control Committee: No report was given.

Communications Committee: Mr. Iddings reported that the August/September newsletter went out on time, and that the deadline for the next newsletter is September 27<sup>th</sup>. The next newsletter will be distributed around October 1<sup>st</sup>.

Grounds Committee: Mike Nutbrown reported that a couple of trees were removed on Mt. Airy as they were potential safety threats. The bamboo behind Byrds Nest was sprayed. He noted that he gave Blade Runners a list of areas of concern for seeding. Mr. Nutbrown also reported that the committee is working on a list of plantings and tree removals for the fall season. He discussed concerns regarding Blade Runners as they did not plant the specific variety of plants requested. He also noted that Peters neglected to submit a proposal for grounds items. Mr. Franklin requested that the bidding process be discussed at the November Board meeting.

Neighborhood Watch Committee: Mr. Iddings reported that there was a burglary of a home on Peyton Forest at the end of August. Steve Longstreet will post information about this on Nextdoor.com. He will also provide safety information.

Pool & Recreation Committee: Lisa Conoly reported that the pool has closed and that it was probably the best season ever. She noted that the lifeguards were great and the events were well attended. She noted that she received great volunteer support over the summer, and that the picnic area was used a lot. Water aerobics was successful and the instructor has indicated that she may be interested in providing her services again next season. Ms. Conoly informed Mr. Edwards that she has marked the pool chairs in need of repair.

Finance Committee: Mr. Franklin reported that the balance sheet looks good. He noted that there are three areas of interest that need to be discussed: legal fees, ground maintenance and repair, and snow removal. He reported that at the Annual Meeting, he will discuss the reserve fund and the reserve study, as well as the state of the association's finances. Mr. Franklin also noted that there needs to be better cost control on vendor contracts/expenses. He asked Management to monitor contracts and invoices closely. Lastly, Mr. Franklin reported that he will request an electronic Board vote to approve a buy order for a \$50,000 CD.

Fairfax Federation: The Federation has not met over the last month.

Lafayette Village 2025: No report was given.

## VII. OLD BUSINESS:

### 2017 Draft Budget:

**MOTION**: Mr. Iddings moved, Mr. Alexander seconded, to approve the 2017 budget as amended to reduce the reserves budgeted amount for crack filling and seal coating to \$30,000.00 and include that additional \$30,000.00 in the 2018 budget, resulting in a surplus of \$15,702.00. The motion passed unanimously (3-0-0).

Mr. Franklin will email the updated budget to Mr. Edwards.

## VIII. NEW BUSINESS:

### Reserve Study Contract:

**MOTION**: Mr. Franklin moved, Mr. Alexander seconded, to approve a contract with Reserve Advisors to conduct a level two reserve study. The motion passed unanimously (3-0-0).

### Appoint Residents to Neighborhood Watch:

**MOTION**: Mr. Iddings moved, Mr. Franklin seconded, to appoint the following residents to the Neighborhood Watch Committee: John Alexander, John McClanahan, Anne Sansbury, John Jordan, Cheryl Ryefield, Christy Woodard, Andra Ryan, and Maria Uginicius. The motion passed unanimously (3-0-0).

Pool Contract: Atlantic Pool's contract expired at the end of the 2016 pool season. The Board discussed the possibility of extending the pool season next year. Mr. Edwards will contact Atlantic Pools to request an option to continue the pool season for two weeks (4:30 p.m. – 8:30 p.m.) past Labor Day Monday, and to start summer hours two weeks after Memorial Day Monday.

### Snow Removal:

Peters has submitted a proposal for snow removal. The Board discussed options for engaging with a snow removal vendor. Mr. Edwards will contact both Peters and Blade Runners about the possibility of contracting with them for instances of six inches of snow within a 24-hour period.

Deer Hunting:

Mr. Iddings reported that Suburban Whitetail Management has started again on the property September 3<sup>rd</sup>. They have set up cameras to find the deer. Another hunt in the park will likely take place in the December – February time frame.

Review of Legal Fees:

The Board discussed how to best manage legal fees in 2017. The association routinely exceeds the budgeted amount of \$10,000.00. At this point in 2016, legal fees total close to \$14,000.00.

**IV. ACTION ITEMS:**

- Annual Meeting mailing
- Provide the September draft minutes and the balance sheet for the short Board meeting that will take place immediately after the Annual Meeting
- Contact Blade Runners and Peters regarding snow removal
- Closely monitor invoices and inform the Board if the expenses become out of control

**IX. ADJOURNMENT:**

There being no further business, Mr. Iddings adjourned the Regular Session of the Board meeting 8:36 p.m. to convene an Executive Session.