

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**Monday, November 12, 2018**  
**Mason Crest Elementary School**

**BOARD MEMBERS PRESENT:**

Donna Jacobson, President  
Amy Phipps, Vice President  
John Alexander, Treasurer  
Bob Rosenbaum, Director-at-Large

**BOARD MEMBERS ABSENT:**

Steve Longstreet, Secretary

**OTHERS PRESENT:**

Anne Sansbury  
Amanda Sansbury  
Lisa Conoly  
Mike Nutbrown  
Carl Iddings  
Angela Cutter  
Cheryl Wrightfield  
Dale Edwards, Sequoia Management  
Chris Collins, Recording Secretary, Northern Virginia Minutes

**I. CALL TO ORDER:**

Ms. Jacobson called the meeting to order at 7:02 p.m. and confirmed a quorum.

**II. RESIDENTS' COMMENTS AND FEEDBACK:**

Kathleen Kennedy inquired about issues that she brought up during the last meeting she attended, to include overgrown brush and grass, parking space numbering, flooded common area space and a vehicle with no muffler. She also inquired about the chemicals that were in a spray used by Peter's earlier in October. Mr. Alexander responded that the parking spaces would be numbered during the parking lot repaving project. He also noted that the Landscaping Committee has submitted proposals for erosion issues throughout the committee and the flooded common area space to which she referred can be added to that work.

A resident stated to the Board that his payment was late last month due to the change on address to which to send dues payments. He suggested that the management company inform all homeowners about the address change. He also discussed a mailbox on Trammell Court that is in disrepair. Mr. Edwards stated that he has already reported this to the post office but will follow up with them.

**III. APPROVAL OF MINUTES**

**MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to approve the minutes of the October 10, 2018 Board meeting as amended. The motion passed (3-0-1).**

**IV. PRESIDENT’S COMMENTS:**

Ms. Jacobson reported that her President’s email address is active. She asked that everyone use that address for official LVCA business. She also reported that she will chair the Communications Committee and will be working with Cheryl Wrightfield to determine the newsletter schedule. Lastly, Ms. Jacobson noted that the Neighborhood Watch Committee needs a chair and members and requested a volunteer for the Fairfax Federation.

**V. PRESENTATION**

Steve Chiapetta of Suburban Whitetail Management , Inc. discussed his company’s services.

**VI. MANAGEMENT REPORT:**

Mr. Edwards reviewed open action items and noted that a proposal for white coating of the pool was included in the Board packet. The Board agreed to discuss the proposal at the December or January Board meeting. He reported that he will meet with Ms. Conoly regarding pool furniture. Lastly, Mr. Edwards reported that Peter’s has addressed areas that needed mulch.

**VII. COMMITTEE REPORTS:**

Architectural Control Committee: Ms. Cutter reported that the committee is working on paint colors.

Communications: Reports for the December newsletter are due November 24<sup>th</sup>.

Grounds: Mike Nutbrown reported referred to proposals submitted to the Board for tree services.

**MOTION: Ms. Jacobson moved, Ms. Phipps seconded, to accept the contract from Santa Elena for tree services. The motion passed unanimously (4-0-0).**

The Board discussed outdoor lighting and agreed to review the samples currently posted outside. Mr. Nutbrown noted that he has received one proposal to address erosion issues.

Pool & Recreation: There was no report.

Finance: Mr. Alexander reported that there will be a committee before the end of the year with the date to be determined.

Fairfax Federation: No report was provided.

Mason District Council: Ms. Jacobson reported that she posted her update on the Woodburn Manor Development on NextDoor.com. She encouraged residents to email Supervisor Penny Gross with concerns about the proposal.

### **VIII. OLD BUSINESS:**

HOA Dues Coupon Books: Mr. Edwards reported that the coupon books will be mailed out in mid-December. He added that he would request an earlier mailing date if possible.

Grounds Committee Contract - Paving:

**MOTION: Ms. Jacobson moved, Ms. Phipps seconded, to approve the contract from TRI Technologies for asphalt rejuvenation. The motion passed unanimously (4-0-0).**

### **IX. NEW BUSINESS:**

Deferred Assessments:

**MOTION: Ms. Jacobson moved, Mr. Rosenbaum seconded, to adopt a deferred assessment resolution declaring that the Association elects to apply any excess assessment income to the following year's assessments, in an amount to be determined by the Board. The motion passed unanimously (4-0-0).**

Deer Management:

**MOTION: Ms. Jacobson moved, Ms. Phipps seconded, to approve the proposal from Suburban Whitetail Management, Inc. The motion passed unanimously (4-0-0).**

Holiday Decorations Contest:

**MOTION: Ms. Jacobson moved, Ms. Phipps seconded, to hold a holiday decorations contest to be judged on December 16, 2018 with the judges to be determined later. The motion passed unanimously (4-0-0).**

Food Drive for MLK Day:

**MOTION: Mr. Alexander moved, Ms. Phipps seconded, to hold a food drive for Martin Luther King Day in January 2019. The motion passed unanimously (4-0-0).**

### **X. ADJOURNMENT:**

Ms. Jacobson adjourned the Board meeting at 9:19 p.m.