LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, May 13, 2019
Mason District Government Center

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
Kathleen Kennedy
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Ms. Jacobson called the meeting to order at 7:03 p.m. and confirmed a quorum.

II. RESIDENTS' COMMENTS AND FEEDBACK:

Kathleen Kennedy discussed the muddy area by the side of her house. Mr. Nutbrown responded that this is included in the list of drainage and erosion areas that will be addressed. Ms. Kennedy inquired about what time the recycling will be picked up. Lastly, Ms. Kennedy discussed trees that are hanging over her property. Mr. Nutbrown responded that he did not see trees hanging over her property when he did a site visit. He requested that Ms. Kennedy take a photo and send it to him.

Amanda Sansbury inquired about the process for multiple offenses of dogs being off leash. The Board discussed the option of calling the police non-emergency phone number as it is a violation of Fairfax County law. Mr. Edward stated that he would forward information on this topic provided by legal counsel stemming from a similar incident that occurred in the past.

Mr. Alexander thanked everyone for their work in ensuring a smooth process regarding the asphalt rejuvenation project.

III. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to approve the minutes of the April 8, 2019 Board meeting as presented. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Ms. Jacobson reported that recycling and yard waste will be picked up on Wednesdays. Trash will still be picked up on Mondays and Thursdays.

Ms. Jacobson also reported that the Board voted electronically and unanimously approved to have the pool deck power washed.

The Board also voted electronically and unanimously approved accepting the findings of the 2018 audit report and to implement the following four procedures to strengthen he association's internal controls:

1. All invoices should be sent from the company performing the wok to Dale Edwards, Sequoia Management's representative.
2. Other than routine monthly invoices, Dale should email a copy of the invoice to the Committee Chair for approval, with a copy going to the President.
3. The Committee Chair should review the invoice, approve it and indicate whether work is completed on the invoice or if the invoice is deposit/prepaid on work to be completed in the future. This is especially relevant to invoices received in the November/December time frame.
4. Committee members who incur expenses should forward a copy of their receipts to their Committee Chair, who should review and approve the expense and forward it to Dale for payment with a copy going to the President.

V. MANAGEMENT REPORT:

Mr. Edwards reported that he has received complaints about Shenandoah Landscaping, and they will be discussed later in the meeting. He also reported that white coating has been completed on the pool and the deck was power washed. The hardware has been replaced on the storm door of the pool house. The water fountain and the phone are working. Mr. Edwards has an email out to the pool management company regarding the cost of extra hours during the last week of the pool season. The second round of inspections has been completed and notifications have gone out to more than fifty homeowners.

VI. COMMITTEE REPORTS:

Finance: Mr. Alexander reported that, overall, the auditors were pleased. They provided specifics regarding what the association is doing well. Mr. Alexander advised that three CDs recently matured, and he would like to purchase additional CDs with the proceeds.

MOTION: Mr. Alexander moved, Ms. Jacobson seconded, to purchase a one-year CD for $75,000, a two-year CD for $75,000, a 3-year CD for $100,00 in May; and a three-year CD for $50,000 in July. The motion passed unanimously (4-0-0).

Architectural Control Committee: No report was provided.

Communications: No report was provided.

Grounds: Mike Nutbrown did not provide a report but stated that the committee will try to meet during the beginning of June.

Recreation Committee: No report was provided.

Pool: Lisa Conoly reported that there is one piece of furniture that needs to be re-strapped. She noted that the cookout will take place on Sunday, May 26th with a rain date of Monday, May 27th. Ms. Conoly will email information to Mr. Edwards so that signs can be made for the pool.

MOTION: Ms. Phipps moved, Mr. Rosenbaum seconded, to authorize Ms. Conoly to purchase a children's picnic table for the pool at a cost not to exceed $200. The motion passed unanimously (3-0-0). *Mr. Alexander had left the meeting before this vote*.

Fairfax Federation: Ms. Jacobson reported that there will be a meeting on May 16th at the Fairfax County Government Center in Conference Room 7 at 7:30 p.m. The meeting will cover what happened with the SB 1701 and the current state of the enforcement of the county ordinance.

Mason District Council: No report was provided.

VII. OLD BUSINESS:

Discussion: Shenandoah Landscaping: Complaints from residents were discussed. Ms. Jacobson will provide Mr. Edwards with some bullet points to send to Shenandoah in relation to the feedback received.

VIII. NEW BUSINESS:

Committee Appointment:

MOTION: Ms. Jacobson moved, Ms. Phipps seconded, to appoint Anna Shermeyer to the Architectural Control Committee. The motion passed unanimously (3-0-0).

Insurance Representative: Mr. Edwards will contact the association's insurance representative to invite her to come to the June Board meeting.

Meeting Location for Next Six Months: Mr. Edwards will contact the elementary school in June to schedule the meeting space for the next six months. He will also schedule meeting space at the government center for the October 7th annual meeting.

Baptist Church Health Run: Mr. Longstreet will contact the church regarding the road closures.

IX. ADJOURNMENT:

Ms. Jacobson adjourned the Board meeting at 8:50 p.m. to convene an Executive Session.

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

Executive Session of the Board of Directors Meeting

Monday, May 13, 2019

Mason Crest Elementary School Library

Present:
Donna Jacobson, President
Amy Phipps, Vice President
Bob Rosenbaum, Member-At-Large
Dale Edwards, Sequoia Representative

Issues Discussed:

1. Discussed the question of whether or not a home owner could choose not to recycle. Donna Jacobson will follow up with Patriot Disposal Services on their policy.

2. Discussed delinquent accounts. There were 5 accounts for a total of $4,334.39. Refer to Homeowner Aging Report as of 5/9/2019 for details.