

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, May 13, 2019**

**Mason Crest Elementary School Library
3705 Crest Drive, Annandale, Virginia 22003**

Agenda

(Call to order is at 7:00 p.m. All other times are estimates.)

I. RESIDENT COMMENTS AND FEEDBACK: 7:00 to 7:15

II. APPROVAL OF MINUTES (Meeting of April 8, 2019) 7:15 to 7:20

III. PRESIDENT'S COMMENTS: 7:20 to 7:25

- a. Asphalt rejuvenation project. Thank you to all who helped make the project a success.
- b. Starting the week of May 13th, recycling & yard waste will be picked up on Wednesdays. Trash will still be picked up on Monday and Thursdays.
- c. The Board had an electronic vote to have the pool deck power washed, which passed 5-0-0.
- d. The Board had an electronic vote to accept the findings of the 2018 Audit Report and to implement the following four procedures to strengthen the Association's internal controls. The motion was accepted by a vote of 5-0-0.
 - 1 All invoices should be sent from the company performing the work 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 a 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.

IV. MANAGEMENT COMPANY REPORT (Sequoia Management): 7:25 to 7:30

V. COMMITTEE REPORTS: 7:30 to 8:00

- a. Architectural Control – Rick Jacobson & Peter Phipps
- b. Communications - Donna Jacobson
- c. Finance – John Alexander
- d. Grounds - Mike Nutbrown
- e. Recreation – Alexa McKenrick
- f. Neighborhood Watch - Open
- g. Pool - Lisa Conoly
- h. Fairfax Federation – The meeting topic at the Federation's May 16 membership meeting will be an update on short term rentals. It will be held in the Fairfax County Government Center, Conference Room 7, at 7:30 pm. The meeting will cover what happened with the SB 1701 bill and also the current state of enforcement of the county ordinance.
- i. Mason District Council - Donna Jacobson

VI. OLD BUSINESS: 8:00 to 8:20

- a. Discussion and vote on change in tree policy for ACC.
- b. Discussion of feedback concerning Shenandoah Landscaping Co.

VII. NEW BUSINESS: 8:20 to 8:40

- a. Vote on new members to various committees.
- b. Schedule our Insurance Representative to come to the June meeting for presentation to the Board.
- c. Schedule meeting venue for next 6 months, including the Annual Meeting in October.
- d. Discuss the Baptist Church health run in June.

VIII. ACTION ITEM REVIEW CREATED AT THE MEETING: 8:40 to 8:45

IX. RECESS: (If Executive Session) 8:45 to 8:50

X. EXECUTIVE SESSION: 8:50 to 9:00 (All non-Board members must leave the room to ensure confidentiality of sensitive issues.)

XI. REPORT FROM EXECUTIVE COMMITTEE: 9:00

XII. ADJOURNMENT: 9:00