LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, June 10, 2019

Mason Crest Elementary School
3705 Crest Drive
Annandale, Virginia 22003

BOARD MEMBERS PRESENT:
Donna Jacobson, President
Amy Phipps, Vice President
John Alexander, Treasurer
Steven Longstreet, Secretary
Bob Rosenbaum, Director-at-Large

OTHERS PRESENT:

Dale Edwards	Property Manager, Sequoia Management
Anne Sansbury	Notetaker
Lisa Conoly	
Mike Nutbrown	
Alexa McKenrick	
Amanda Sansbury	

CALL TO ORDER:

Ms. Jacobson called the June Board of Directors meeting to order at 7:00 pm and confirmed a quorum.

PRESENTATION:

Erin Metheny, Metheny Insurance Professionals, presented details of the LVCA insurance policies. The community has $897,100 of coverage for tot lot, pool, fences, and entrance features, which is $27,000 higher than last year, with a $500 deductible. The premium last year was $3423; this year it is $3920, a 12% increase. This policy renews July 25. Erin will run the numbers for $1000, $2500, and $5000 deductibles.

Crime coverage is $1 million, with a deductible of $1000, to cover funds collected from homeowners. This costs $1064 per year. The Association's balance for funds collected from homeowners averages approximately $790,000, but coverage brackets jump from $750,000 to $1 million.

Workers Comp covers volunteers as well as workers the community hires who don't have their own Workers Comp policy. This costs $615 per year.

The community is covered up to $5 million if it is sued. Directors and Officers coverage is up to $1 million plus attorney fees. This could be for discrimination suits or financial problems.

The cost of all the insurance policies is $9410 per year.

RESIDENT COMMENTS AND FEEDBACK:

Amanda Sansbury asked what will be done about the dog that she and Ms. Jacobson saw off leash near the swimming pool. Ms. Jacobson stated if anybody sees a dog off-leash in the community, they should email Ms. Jacobson or Ms. Phipps, who will either talk to the dog owner or have Dale Edwards send out a violation notice. Issues related to dogs will be discussed at the July Board meeting.

APPROVAL OF MINUTES (Meeting of May 13, 2019):

MOTION: Ms. Jacobson proposed and Mr. Rosenbaum seconded, to approve the minutes of the May 13, 2019, Board of Directors meeting. This motion passed by acclamation.

PRESIDENT'S COMMENTS:

Ms. Jacobson mentioned the new schedule for trash pickup – trash on Monday and Thursdays, yard waste on Mondays and Thursdays through October, and recyclables on Wednesdays.
The association has been given a ping pong table that will be placed in the pool patio area. Paddles and balls have been donated; discussion of rules will come up under New Business.
A traffic study of Gallows Road is being conducted in relation to the Hot Lanes.

MANAGEMENT COMPANY REPORT (Sequoia Management):

Mr. Edwards stated no problems with trash and said Shenandoah work would be discussed later. He has asked for the cost of keeping the pool open the last week and said we will need a new contract with Atlantic. He could not find any emails about the dog issues. He renewed the association's membership in Fairfax Federation. We already bought new pool umbrellas for the guard chairs. We had no legal invoices during the month. Next month there will be a few hearings scheduled for owners who haven't fixed the issues in their violation letters. There have been no abnormal calls and no complaints. If people do have complaints about pool stickers, they should email Maryoly and Dale can leave stickers at the guard desk.

COMMITTEE REPORTS:

Architectural Control: No members of the committee were present.

Communications: The next newsletter will go out at the beginning of August. We don't have the deadline from Cheryl Ryfield yet. NextDoor is at 80% participation. When residents leave, they should remove themselves from NextDoor. Ms. Jacobson is trying to learn if she can do that when residents forget. You can't be on NextDoor in two different locations with the same email address.

Finance: Mr. Alexander reported that we have three new CD's --$75,000 that matures 5/28/20, $75,000 that matures 6/1/21, and a $100,000 that matures 5/24/22. Our CD maturing on 7/19/19 will be rolled over into a 3-year CD.

Our Wells Fargo advisor provided documentation stating our account is FDIC insured for up to $1.25 million under their Expanded Bank Deposit Sweep. This is because funds in their Sweep account are spread across affiliated and unaffiliated banks.

Our new advisor is Bradley Pottorf at Bradley.pottorf@wellsfargoadvisors.com. We were low on operating funds last week and he quickly transferred the needed funds.

Mr. Alexander was asked how the insurance quote lined up with our 2019 budget, and he stated that the quote is a little over the budget.

Grounds: Mike Nutbrown will offer a landscaping/erosion proposal under New Business. Shenandoah is pruning this week. The west side of the path around the garden was not cut. There's a tree between Newport and Colonial with a limb that is rotting in place. Mike deemed that the tree itself is healthy. There are many weeds in the rip rock around the community. Weeding these areas is not in our contract with Shenandoah, so Mike will talk to them about removal.

Pool: Lisa Conoly reported that full day hours started today. The opening cookout had a big crowd. She bought more than 80 hot dogs and more than 60 hamburgers and they were all gone by 5:15. Swim Under the Stars will be Saturday, June 15, from 8:00 – 10:30 pm. The restrapped chairs look good, except for one that needs a strap already. Ms. Conoly found the missing clips for restrapping, and we have blue strapping for repairs. The wood fencing outside the restrooms has not been re-sealed yet, although it was power washed. The final week pool hours have not been confirmed; Mr. Edwards has asked Atlantic about that and has asked for a new contract. Ms. Conoly is currently looking into purchasing a baby picnic table. She mentioned that people have been eating inside the pool enclosure and asked Mr. Edwards if we can get a laminated "No Food" sign for the baby pool. The pool manager is Nathan Andres, whose brothers have both worked as lifeguards at LVCA. There is one lifeguard named Rachel and we expect to have one other full-time guard and one swing guard.

Ms. Phipps was at the pool when the whistle was blown at 8:20 pm and everyone was told they had to get out of the pool at that time, instead of 8:30pm. Rachel, the lifeguard at the time, said they had been told by the LVCA Board that everyone had to leave the pool premises by 8:30pm. This is not true, according to all the Board members. Also, other residents have complained that Rachel spends too much time on her cell phone. Ms. Conoly and Mr. Edwards will both talk to Sean about this.

Recreation: Ms. McKenrick would like to send out a survey through NextDoor about residents' use of the LVCA recreational facilities – tot lot, basketball court, multiuse court, baby pool. She would also like to advertise a Tot Lot Cleanup to get rid of tot lot equipment that is no longer in good shape. The playground equipment needs to be replaced in 2020, according to our Reserve Study; however, boundary rules have changed and a tot lot the size of ours may not be able to accommodate the same size equipment we have now. Shenandoah has experience with tot lot work, so Alexa was going to contact them and other tot lot companies, about tot lot renewal. Ms. McKenrick would also like to purchase a toy box for the baby pool. It should be an open box with drainage holes drilled in the bottom. Regarding resurfacing of the basketball and multipurpose courts, Mr. Nutbrown will send Ms. McKenrick the three quotes he has.

Fairfax Federation: There is no news from the Federation at this time.

Mason District Council: There is no news from the Council at this time.

OLD BUSINESS:

Maryoly will contact Mason Crest Elementary to set up the Board Meeting schedule for the year. The August and October meetings will be held at the Mason District Government Center.

NEW BUSINESS:

Erosion Plan: Mr. Nutbrown got a quote from John Magee to create a conceptual design for LVCA's erosion problems, rather than putting dry creek beds everywhere. The plan would cost between $2500 and $3200. Mr. Magee might also know about cost-sharing grants for native plants.

MOTION: Ms. Jacobson moved, Ms. Phipps seconded, to purchase the design plan from John Magee. The motion passed unanimously (5-0-0).

Ping Pong Table Regulations: Ms. Conoly and Ms. Phipps will discuss the rules and regulations that should apply to use of the ping pong table and the Board will vote on them by email.

Parking:
Currently the rules for a resident parking in a Visitors spot is that the resident receives one ticket and if they get a second ticket, their car will be towed. For No Parking zones, cars will be ticketed and

immediately towed due to safety reasons. For residents who have had their parking privileges revoked, their cars will be ticketed and immediately towed. Finally, if someone is parked in a resident's Reserved spot without the permission of the resident, he can be immediately towed.

Other Violations:
For other types violations, after an owner receives a second violation letter for the same violation, the owner will be called to a hearing in front of the Board. The Board can decide to fine the owner $50 per occurrence of the violation moving forward. Also, a letter can be sent from our legal representative if the owner still refuses to comply.

In regards to violations, Dale will start sending violation letters to both owners and tenants. Dale prefers to receive pictures of the violations to include with the violation notice that he sends.

ACTION ITEM REVIEW CREATED AT THE MEETING:

Mr. Edwards listed the following action items:
Seal the fence outside the pool restrooms.
Take tot lot catalogues to the next Board meeting.
Look up tot lot replacement year.
Schedule meeting rooms for Board meetings.
Ask insurance agent about longevity factor. Our insurance premium increased only $24 last year.

ADJOURNMENT:

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

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

Executive Session of the Board of Directors Meeting

Monday, June 10, 2019

Mason Crest Elementary School Library

Present:
Donna Jacobson, President
Amy Phipps, Vice President
John Alexander, Treasurer
Steven Longstreet, Secretary
Bob Rosenbaum, Member-At-Large
Dale Edwards, Sequoia Representative

Issues Discussed:

1. Discussed delinquent accounts. There were 2 accounts for a total of $2,236.54. Refer to Homeowner Aging Report as of 6/7/2019 for details. Both accounts have been turned over to legal and one account has had their parking privileges revoked.
2. Discussed the fact that some residents have $10 amounts on their accounts because they are still paying the 2018 HOA Quarterly Dues amount. The President will send out an Announcement about this as we get closer to the July 1st payment date.
3. Discussed which Board members are going to be running for re-election to the Board in October 2019. Unfortunately, Steven Longstreet will not be running this year. John Alexander is still uncertain.

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