LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, May 28, 2020
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson, President
Terri Clark, Vice President
John Alexander, Treasurer
Gina Keating, Secretary
Bob Rosenbaum, Director-at-Large

OTHERS PRESENT:
Anne Sansbury
Amanda Sansbury
Mike Nutbrown
Adrian Sobie
Lisa Conoly
Rick Jacobson
Eric Sorenson
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Ms. Jacobson called the meeting to order at 7:05 p.m. and confirmed a quorum. The meeting was conducted via teleconference due to Governor Northam's Executive Order #55, which requires residents to stay at home through June 10, 2020 due to the COVID-19 pandemic.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments from residents.

III. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to approve the minutes of the April 23, 2020 Board meeting as presented. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Ms. Jacobson reported that the Board approved the proposal for six waste stations from Victor Stanley in the color bronze at a cost not to exceed $9,650 in a unanimous vote outside of a Board meeting.

The Board also approved the proposal from Shenandoah to install the waste stations at a cost not to exceed $5,550 in a unanimous vote outside of a Board meeting.

The Board approved access to a RV to a doctor due to special circumstances associated with the pandemic in a unanimous vote outside of a Board meeting.

The Board authorized the President to represent the Board to the Board of Supervisors regarding land use and zoning issues in a unanimous vote outside of a Board meeting.

V. MANAGEMENT REPORT:

Mr. Edwards reviewed his report as included in the Board packet. He provided an update of action items from the April Board meeting. He added that he has sought insurance bids but has not received any as brokers are unable to get responses from the insurance companies.

VI. SWIMMING POOL OPENING

The Board discussed whether to open the swimming pool this summer and what preparations relating to health concerns would need to take place in order to open the pool. It was determined that Ms. Jacobson will speak with the association's attorney for a legal opinion on the matter. The Board will then discuss over email before the June Board meeting.

VII. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that the committee has received forty-seven requests for approval of exterior improvements to date. There have been sixty-nine violations.

Finance Committee: Mr. Alexander reported that a $75,000 Cd recently matured. A 9-month CD was purchased at .3%. He will discuss with the Wells Fargo representative the potential for getting a better interest rate for the CD that is maturing this week. The Finance Committee will meet in early June.

Grounds: Mike Nutbrown reported that the lighting project is moving forward. He noted that a resident in the neighborhood will be working on an eagle project. Mr. Nutbrown will be helping him determine the subject of the project.

Neighborhood Watch Committee: Adrian Sobie reported that he has been doing patrols of the community and has not seen too many issues thus far. He has emailed the police regarding speeders in the neighborhood. He added that he did not get a response but has noticed a stronger police presence in the neighborhood.

VIII. OLD BUSINESS:

There was no old business to discuss.

IX. NEW BUSINESS:

There was no new business to discuss in open session.

X. ADJOURNMENT

Ms. Jacobson adjourned the Board meeting at 8:46 p.m.

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Via Teleconference Due to Governor's EO #55
Thursday, May 28, 2020

I. **Call to Order:** 8:47 p.m.

II. **Special Note:** Executive Session of Board of Directors Meeting held via teleconference due to Governor Northam's Executive Order #55, which requires residents to stay-at-home through June 10, 2020, due to COVID-19 pandemic.

III. **Board Member Attendance:**
- a) Donna Jacobson, President – Present
- b) Terri Clark, Vice President – Present
- c) John Alexander, Treasurer – Present
- d) Gina Keating, Secretary – Present
- e) Bob Rosenbaum, Member-at-Large – Present
- f) Dale Edwards, Sequoia Representative – Present

IV. **Issues Discussed:**

a) Reviewed Homeowner HOA Dues Aging Report as of May 21, 2020, reflecting four resident accounts in arrears more than 90 days, and one resident account that continues to be tracked by our association attorney for multi-year delinquency. These appear to be the same delinquent accounts identified in the past and likely have no relationship to a financial hardship caused by the pandemic. If these accounts have not been cleared of delinquencies by June 15, 2020, Dale Edwards will send letters to these residents requesting payment.

During the pandemic, the President has directed Dale Edwards not to impose late payment fees on residents who have requested extensions to pay their quarterly dues. This policy remains in effect and extension requests will be reviewed on a case-by-case basis.

b) The Secretary mentioned that we probably should not identify actual house numbers associated with HOA violations during the regular board meetings. There were a couple of house numbers that inadvertently were mentioned during the board meeting.

c) The President has contacted Fairfax County Water Authority regarding the issue of LVCA receiving a discount for its timely completion of filling the pool with water. The paperwork was received by the Water Authority and the discount has been given.

V. **Action Items:**
- a) Dale Edwards will send letters to residents with overdue accounts more than 90 days old (reference IV., a.).
- b) Dale Edwards will obtain final landlord-tenant letter from President, and then send it to all LVCA residents.
- c) Dale Edwards will establish a new set of landlord-tenant relationships within the Sequoia Management system based on owner responses to the landlord-tenant letter.

VI. **Adjournment:** 9:00 p.m.