LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, September 21, 2021
Via Teleconference

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

OTHERS PRESENT:
Rick Jacobson
Adrian Sobie
Elizabeth Ahrens
Anne Sansbury
Amanda Sansbury
Cheryl Ryefield
Mike Nutbrown
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. The meeting was conducted via teleconference 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, Ms. Clark seconded, to approve the minutes of the August 17, 2021, Board meeting as amended. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Ms. Jacobson reported that the Board approved unanimously, by an electronic vote, the Resolution for Virtual Board and Committee meetings.

The HOA Annual Meeting has been moved to Tuesday, October 19th at 7:00 p.m. via WebEx.

Ms. Clark has resigned her position on the Board and tonight's meeting will be her last. Ms. Jacobson thanked Ms. Clark for her service.

Lastly, Ms. Jacobson reported that Gina Keating will review the association's insurance costs for the next year and will make some recommendations to the Board next May or June.

V. MANAGEMENT REPORT:

Mr. Edwards reported that the pool is closed for the season. There are a few violations that are outstanding, and he will follow up. The home with the bamboo growing in the backyard has been issued a second violation, but the bamboo is still there. Mr. Edwards stated that a hearing may need to be held. Lastly, Mr. Edwards noted that the two old picnic tables at the tot lot have been removed. The new picnic table for the common area by the pool has been ordered but is on back order.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that there have been 58 requests, 60 questions and 56 violations over the last year. ACC meetings will be held the second Monday of the month virtually. Mr. Jacobson also reported that a trial relating to the hit and run in the Newport Glen parking lot was held. The defendant in the case pled guilty.

Communications Committee: Ms. Ryefield reported that the fall issue of the newsletter was distributed Labor Day weekend. She will send a request to the community for assistance with newsletter distribution on one of the routes. The winter newsletter will be distributed the first weekend in December.

Finance Committee: John Alexander reported that there is $123,000 in the money market account and $5,400 in the checking account. $150,000 in CDs will mature at the end of the month. Some of that money will need to be used to fund current projects.

Grounds Committee: Mike Nutbrown reported that Deborah Dunham is working on quotes from Dominion and Kolb Electric. Fallen trees near Trammell have been removed. The committee will address retaining walls soon. The committee is seeking bids for the general grounds maintenance contract. Lastly, Mr. Nutbrown reported that he has purchased steppingstones to begin building pathways round the pool house.

Neighborhood Watch Committee: Adrian Sobie reported that the committee will be meeting the first Thursday of every other month starting in November.

State & County Liaison Committee: Ms. Jacobson reported that Mason District has proposed an Annandale Greenway that will connect most of Annandale from Hidden Oaks Nature Center to Green Spring Gardens and will include hiking and biking trails.

VII. OLD BUSINESS:

There was no old business to discuss.

VIII. NEW BUSINESS:

Board & Committee Appointments:

MOTION: Ms. Jacobson moved, Ms. Keating seconded, to appoint Dr. Julia Wray to fill the vacant Board seat. The motion passed unanimously (5-0-0).

MOTION: Ms. Jacobson moved, Ms. Keating seconded, to appoint David Whitfield to serve as chair of the Merrimac Liaison Committee. The motion passed unanimously (5-0-0).

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to appoint Kathy French to serve as a member of the Finance Committee. The motion passed unanimously (5-0-0).

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to appoint Elizabeth Ahrens to serve as a member of the Finance Committee. The motion passed unanimously (5-0-0).

Lighting Project:

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to approve an amount not to exceed $50,000, in aggregate, for streetlight contracts with Dominion and Kolb Electric. The motion passed unanimously (5-0-0).

2022 Budget:

MOTION: Mr. Alexander moved, Ms. Jacobson seconded, to recommend the draft 2022 budget for approval by the community at the 2021 Annual Meeting. The motion passed unanimously (5-0-0).

Reserve Study Projects: The Board discussed how best to proceed with various reserve study projects and decided to keep moving forward and to use Mr. Edwards more effectively on the projects.

Erosion Projects:

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to proceed with three erosion projects at a total cost of $32,541. The motion passed unanimously (5-0-0).

IX. ACTION ITEM REVIEW

- Repair light at 7856 Colonial Village Row.
- Contact Mason District Government Center on October 1st regarding meeting room reservations for quarterly meetings
- Pick up newsletters from the pool house to mail to off-site homeowners

X. ADJOURNMENT

MOTION: Ms. Jacobson moved, Ms. Clark seconded, to adjourn the regular session of the Board meeting at 8:41 p.m. to convene an Executive Session. The motion passed unanimously (5-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Via Teleconference Due to COVID-19 Pandemic
Tuesday, September 21, 2021

I. **Call to Order:** 8:42 p.m.

II. **Special Note:** Executive Session of Board of Directors Meeting held via teleconference due to the COVID-19 pandemic.

III. **Board Member Attendance:**

a) Donna Jacobson, President – Present
b) David Whitfield, Vice President -- Absent
c) John Alexander, Treasurer – Present
d) Gina Keating, Secretary – Present
e) Terri Clark, Member-At-Large – Present*
f) Dale Edwards, Sequoia Representative – Present

*Dr. Julia Wray was appointed by the Board to fulfill Terri Clark's remaining 2-year term position during the monthly board meeting. However, Terri Clark asked to attend this executive session as the official end of her term.

IV. **Issues Discussed:**

a) Reviewed the LVCA Homeowner Aging Report, dated September 17, 2021. There are two resident accounts that are in arrears more than two quarters. Dale Edwards indicated that both residents have received letters from the management company reflecting their accounts are overdue and parking privileges have been suspended. Per the president, Dale Edwards will wait until October 2021 to determine whether these resident accounts should be provided to our attorney for collection due to nonpayment of HOA fees.

Dale Edwards reported that the resident account that has been in collection status for multiple years now has been brought current and that the account will return to 'occupied' status.

b) Dale Edwards indicated there are 26 potential enhancement projects that Shenandoah Landscape Services has provided estimates for, but due to a lack of time during the regular board member this month, they will be deferred for discussion until the October 2021 meeting.
c) Dale Edwards reported that to date he has received eight proxies, however, he needs a total of 34 to satisfy annual meeting decision-making requirements, including the election of new officers.

Action Items:

a) If accounts more than two quarters overdue have not been made current by October 2021, they will be provided to our attorney for collection (Dale Edwards).

V. **Adjournment:** 8:59 p.m.