

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, April 19, 2022
Via Teleconference**

BOARD MEMBERS PRESENT:

Donna Jacobson
Adrian Sobie
John Alexander
Gina Keating
Dr. Julia Wray

OTHERS PRESENT:

Rick Jacobson
Anne Sansbury
Dave Whitfield
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 7:03 p.m. and confirmed a quorum. The meeting was conducted via teleconference due to the COVID-19 pandemic.

II. PRESENTATION OF INSURANCE AGENT

Mike Hairston from State Farm Insurance presented a proposed policy for the association's insurance. Mr. Hairston requested a copy of the association's current policy. He will provide an updated proposal based on the association's needs as outlined in the current policy.

III. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

IV. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Mr. Sobie seconded, to approve the minutes of the March 15, 2022, Board meeting as presented. The motion passed unanimously (5-0-0).

V. PRESIDENT'S COMMENTS:

Ms. Jacobson reminded everyone that LVCA will celebrate Arbor Day/Earth Day on Saturday, April 30th. She also reported that the Board voted unanimously, outside of a regular Board meeting, to accept the audit report for FY 2021. Lastly, in addition to the insurance presentation today, there will be two more presentations that will take place during the May and June Board meetings.

VI. MANAGEMENT REPORT:

Mr. Edwards reported that he has received a couple of complaints about recycling not being picked up and he is following up with Patriot. Atlantic is currently prepping the pool for the summer season. Mr. Edwards reported that he received the lids for the trash cans at the pool, but they were the wrong size. He found the correct lids at Home Depot, but the entire trash can must be purchased. The Board agreed that Mr. Edwards should purchase two new cans at Home Depot. Mr. Edwards noted that the rear door to the pool house has been repaired. He will begin re-inspections next week.

VII. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that, to date, there have been forty-eight requests, forty-nine questions, and fifty-one violations. He added that requests have picked up lately.

Communications Committee: Ms. Jacobson stated that articles and submissions for the May newsletter are due by May 25th.

Finance Committee: Mr. Alexander reported that the committee met last weekend. There are CDs maturing in May, September and November. Mr. Alexander reported that he is working with Patriot to get an explanation of charges that have increased over the last several years with no advance notification as required.

MOTION: Mr. Alexander moved, Ms. Jacobson seconded, to purchase a one or two year (depending on rates) CD for \$150,000. The motion passed unanimously (5-0-0).

Grounds Committee: Mr. Nutbrown reported that a Virginia Red Cedar tree will be planted at Trammell Park during the Arbor Day/Earth Day celebration on April 30th. Mr. Nutbrown also noted that the lights have all been changed out now, and that he will install the steppingstones at the pool house this weekend. Lastly, he reported that the committee has discussed possibly repairing the bench at the pool house rather than replacing it.

Merrimac Liaison Committee: There was no report.

Neighborhood Watch Committee: Mr. Sobie reminded everyone to remain alert and will also post this reminder on Nextdoor.com.

Pool & Recreation Committee: Laminated signs will be posted at the pool. Mr. Alexander stated that he has about thirty bracelets remaining for those who reserve the picnic pad at the pool. Ms. Jacobson will contact Rebecca Just about purchasing additional bracelets for use this summer.

State & County Liaison Committee: Ms. Jacobson reported that a Parking Reimagined initiative meeting will be held in May.

VIII. OLD BUSINESS:

There was no old business to discuss.

IX. NEW BUSINESS:

Tree for Arbor Day/Earth Day:

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to purchase a cedar tree to plant during the Arbor Day/Earth Day celebration at an amount not to exceed \$800.00. The motion passed unanimously (5-0-0).

X. ACTION ITEMS:

- Purchase two trash cans for the pool
- Drain
- New bids for trash contract
- Email two-years of Patriot invoices and contracts to Ms. Jacobson and Mr. Alexander

XI. ADJOURNMENT

MOTION: Ms. Jacobson moved, Mr. Sobie seconded, to adjourn the regular session of the Board meeting at 8:27 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, April 19, 2022

- I. Call to Order:** 8:28 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) Adrian Sobie, Vice President -- Present
 - c) John Alexander, Treasurer – Present
 - d) Gina Keating, Secretary – Present
 - e) Julia Wray, Member-At-Large – Present
 - f) Dale Edwards, Sequoia Representative – Present
- IV. Issues Discussed:**
- a) Reviewed the LVCA Homeowner Aging Report, dated April 15, 2022. There are three resident accounts in arrears by more than two quarters. Dale Edwards will send letters to these residents in the beginning of May to inform them of their past due accounts and ask they be paid in full.
 - b) Our president discussed the agreement LVCA has with the homeowner of the house on Lafayette Village Drive (4020). She will work with our attorney to ensure we have a current written agreement in place with the owner. Dale Edwards indicated he had a copy of an old written agreement that formalized in 2014. Our president requested she be sent a copy of that agreement.
 - c) We also discussed the backyard patio and retaining wall project that has been ongoing for about a year.
 - d) Our treasurer asked Dale Edwards whether the association had enough funding to cover current operating expenses. Dale Edwards indicated he believed the association had sufficient funding on hand, despite that the aging report reflected a high-dollar amount of outstanding association fees owed by residents. He mentioned that it is not uncommon to see a high balance the first couple of weeks of a new quarter; second quarter began on April 1st.

Action Items:

- a) Send letter to residents whose accounts are in arrears by more than two quarters at the beginning of May (Dale Edwards).
 - b) Send our president a copy of the old written agreement our association has with the homeowner who lives on Lafayette Village Drive (Dale Edwards).
- V. Adjournment:** 8:42 p.m.