

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, May 16, 2023
Via Teleconference**

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Rick Jacobson
Anne Sansbury
Mike Nutbrown
Rebecca Just
Cheryl Ryefield
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Ms. Jacobson called the meeting to order at 7:01 p.m. and confirmed a quorum. The meeting was conducted via teleconference according to the Resolution Regarding Electronic Meetings dated August 17, 2021. This meeting has been advertised on Nextdoor and the LVCA email list, in order to let residents, know that it will be held via Webex and to give residents a chance to participate in the meeting. An agenda for this meeting was also posted on Nextdoor, the LVCA email list and the LVCA website.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

III. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Mr. Sobie seconded, to approve the minutes of the April 18, 2023, Board meeting as presented. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Ms. Jacobson reported that the Post Office is now charging residents if they need to get their lock replaced or a new key. If an entire mailbox needs to be replaced, the HOA will be charged.

Ms. Jacobson reported that she spoke with LVCA's insurance agent, and he will provide quotes for next year's policies by the middle of June. All of LVCA's policies now renew on July 24th.

In June, Ms. Jacobson and Mike Nutbrown will do a walk-through of the property with Shenandoah to look at retaining walls and the erosion issue next to 7900 Byrds Nest Pass.

The County inspector has looked at the easement area for the pond retrofit project and the County is in the process of doing an appraisal.

V. MANAGEMENT REPORT:

Mr. Edwards reported that the pool company has everything ready for the opening of the pool at the end of the month. He noted that the pool supervisor from last year will be the supervisor again this year. Mr. Edwards reported that the smoke detector in the pool house needs to be replaced. He noted that the leaning streetlights on Byrds Nest still need to be addressed. He also found that the phone in the pool house is not working properly, and he found one at Goodwill for \$3.00 that works. Mr. Edwards reported that the three additional "no soliciting" signs have been ordered. He also reported that Sequoia does not have yellow paper currently, so he used a hot-pink paper for the pool passes for this year.

Lastly, Mr. Edwards confirmed that the bank change that was noticed on financial reports last month is a result of LVCA's bank merging with another.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Mr. Jacobson reported that in the last year, there has been 49 requests, 93 questions and 67 violations. He added that the committee has been very busy lately.

Communications Committee: Cheryl Ryefield reported that reports for the next newsletter are due tomorrow. The newsletter will go out the weekend of June 3rd.

Finance Committee: Mr. Alexander reported that gas expenses are down, and also reported that rather than paying all of 2023 taxes quarterly, they were paid all at once, unbeknownst to the committee. It was in an amount of \$6,000. Mr. Alexander also noted that the association will likely end up with over \$22,000 in interest at the end of the year.

Lastly, after some discussion, the Board agreed that Mr. Alexander instruct the Wells Fargo representative to sell the \$150,000 CD coming due as the association will have some large expenditures due in the coming months.

Grounds Committee: Mike Nutbrown reported that the committee is developing a list of retaining walls, noting which are original to the community and which have been added. He also reported that Shenandoah has a list of stumps to be ground. Mr. Nutbrown noted

that he just received an email indicating that the tree removal has been completed. He added that he has started a punch list of items that need to be completed.

Mr. Nutbrown stated that the Earth/Arbor Day community celebration was short, due to poor weather. He noted that asphalt rejuvenation and concrete work will be needed in the near future and are included on the reserve study to be done this year.

Lastly, an emergency situation has required the removal of a tree at 7800 Butterfield. Eden will perform the work at a cost of \$1,700.

Neighborhood Watch Committee: There was no report. The chair position is still vacant.

Pool Committee: Rebeca Just reported that she has put together a list of items that need to be purchased for the party at the pool during opening weekend. She added that she has one volunteer for grilling and is looking for a second. She needs an additional table and will purchase one herself. She noted that she plans to inventory the paper goods in the pool house. She also stated that she needs additional coolers.

Ms. Just presented proposed events (with dates and rain dates) for the summer. The Board accepted the proposal, pending the additional cost of having lifeguards at the pool after regular pool hours.

State & County Liaison: Ms. Jacobson reported that the virtual Parking Reimagined town hall has been postponed until June 29th at 7:00pm.

VII. OLD BUSINESS:

There was no old business to discuss.

VIII. NEW BUSINESS:

Sports Coating & Painting Basketball and Multipurpose Courts: Ms. Jacobson provided general specifications for Mr. Edwards to pass on to the vendor who will provide a proposal.

X. ACTION ITEM REVIEW

- Leaning streetlights on Byrds Nest
- Steps on Yorktown
- Contact Concrete Jack
- Reclass tree expense
- Contact sports coating vendor

XI. ADJOURNMENT

MOTION: Ms. Jacobson moved, Mr. Sobie seconded, to adjourn the regular session of the Board meeting at 8:31 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, May 16, 2023

- I. Call to Order:** 8:21 p.m.
- II. Special Note:** Executive Session of Board of Directors Meeting held via teleconference in accordance with our resolution regarding electronic meetings, dated August 17, 2021.
- 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
 - g) Rick Jacobson, Co-Chair of Architecture Control Committee (present only for detailed discussion of architecture violations)
- IV. Issues Discussed:**
- a) Architecture Control Committee (ACC) Co-Chair Rick Jacobson discussed outstanding issues and violations in the community. Two major issues continue to be toys left in front yards and trash receptacles that are not moved to back yards after pickup service days.
 - b) The board reviewed the LVCA Homeowner Aging Report, dated May 12, 2023. Dale Edward reported there are three residents more than a quarter overdue with their dues. He further indicated that one resident will receive one more overdue notice before the account is turned over to our legal group.
 - c) A banking error was made in the overage transfer of funds to a new CD account. Our treasurer will ensure that the transfer error will be addressed by the bank and that \$75,000 will be placed back into our community checking account. Those funds are needed for financial obligations coming due over the next couple of months.
- V. Action Items:**
- a) Send letters to residents with outstanding assessment balances (Dale Edwards).
 - b) Work with the bank to correct financial transfer error (John Alexander).
- VI. Adjournment:** 8:52 p.m.
- a) Our president made a motion to adjourn the executive session, and our member-at-large seconded the motion. The motion passed 5-0-0.