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**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, November 21, 2023
Via Teleconference**

BOARD MEMBERS PRESENT:

Donna Jacobson
Adrian Sobie
Gina Keating
John Alexander (*left at 7:59 p.m.*)

BOARD MEMBERS ABSENT:

Dr. Julia Wray

OTHERS PRESENT:

Rick Jacobson
Rebecca Just
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Ms. Jacobson called the November 21, 2023, Board meeting to order at 7:01 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

III. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Ms. Sobie seconded, to approve the minutes of the October 17, 2023, Board meeting as presented. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that Fairfax Water will no longer be offering the swimming pool adjustment beginning in 2024. Without the swimming pool adjustment, which has been in effect forty years, all water usage more than 1.3 times LVCA's winter quarter water consumption or 6000 gallons over LVCA's winter consumption, whichever is greater, will be subject to the peak use charge in water bills issued in June through November.

Mrs. Jacobson also reported that the new federal Corporate Transparency Act requires corporations and "similar entities" to report information on individuals with "substantial control" over the entity. The reporting requirements are applicable to community

associations and most likely will include the entire Board of Directors. Existing organizations need to start doing this by January 1, 2025.

V. MANAGEMENT REPORT:

Mr. Edwards reported that the handyman provided a quote of \$2,500 to repair the floor and rail of the bridge. Mr. Edwards also reported that the ninety-day deadline for outstanding violations is tomorrow. The second violation letters will then be sent.

Mr. Edwards noted that the coupon books for monthly fees have been ordered.

VI. COMMITTEE REPORTS:

ACC: Mr. Jacobs reported that to date there have been thirty-six requests, seventy violations and ninety-six questions.

Communications: Mrs. Jacobson reported that Ms. Ryefield is working on the winter newsletter. Mrs. Jacobson noted that she will contact FedEx about possibly receiving a discount before the Spring newsletter is ready.

Finance: Mr. Alexander reported that \$200,000 in CDs came due since the last Board meeting. There is currently \$282,000 in the checking account and \$65,000 in the money market accounts. This should be sufficient funding for expenses for the remainder of the year. The association's finances are approximately \$40,000 in the black and a modest surplus is expected at the end of the year. Lastly, Mr. Alexander reported that the association's water account will be hitting peak rates at a lower rate than in the past.

Pool: Rebecca Just reported that she sent a summary of expenditures for last summer to the Board. Mrs. Jacobson informed everyone that she contacted the association's insurance agent regarding potentially allowing residents to use the grill on the picnic pad. The agent advised that it would increase the association's liability. She will forward the agent's email to the Board and Ms. Just. Ms. Just discussed the idea of holding a blood drive in the pool parking lot. She will investigate potential dates.

MOTION: Mrs. Jacobsn moved, Mr. Sobie seconded, to approve an expenditure for six pool umbrellas in an amount not to exceed \$2,500. The motion passed unanimously (3-0-0).

VII. OLD BUSINESS:

Sports Coating: Mr. Alexander provided some potential vendors' names to Mr. Edwards.

VIII. NEW BUSINESS:

Holiday Decorations Contest:

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to hold a holiday decorations contest on December 18th and Mr. Sobie, Mr. Alexander and Mr. and Mrs. Jacobson will serve as the judges. The motion passed unanimously (4-0-0).

MLK Food Drive:

MOTION: Ms. Jacobson moved, Mr. Sobie seconded, to hold a Martin Luther King Day food drive to be led by Mr. Alexander. The motion passed unanimously (4-0-0).

Tax Advice Letter from Goldklang Group:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, that Mrs. Jacobson may request the tax advice from Goldklang if needed, concerning payment for easements. The motion passed unanimously (4-0-0).

ACC Guidelines:

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to approve the wording changes to the ACC Guidelines for electronic vehicle charging stations. The motion passed unanimously (4-0-0).

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the ACC language in ACC guidelines for labeling trash cans bins. The motion passed unanimously (4-0-0).

IX. ACTION ITEM REVIEW

- Reserve meeting rooms for the April and October 2024 Board meetings
- Send Dominion bills to Mr. Alexander and Ms. Jacobson

X. ADJOURNMENT

MOTION: Ms. Jacobson moved, Mr. Sobie seconded, to adjourn the regular session of the Board meeting at 8:12 p.m. to convene an Executive Session. The motion passed unanimously (3-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Tuesday, November 21, 2023

- I. Call to Order:** 8:12 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 – Absent
 - f) Dale Edwards, Sequoia Representative – Present
- IV. Issues Discussed:**
- a) The board reviewed the LVCA Homeowner Aging Report, dated November 16, 2023. Our president asked Dale Edwards to send notices to residents with outstanding dues balances. Dale Edwards advised the board that the end of the aging report reflects descriptions for the types of outstanding payments due to the association. Descriptions include not only dues owed, but also lawn care and late fee categories.
 - b) Our president indicated she is working with Dale Edwards on a special project to assist one of our homeowners.
- V. Action Items:**
- a) Send outstanding dues reminders to residents (Dale Edwards).
- VI. Adjournment:** 8:20 p.m.
- a) Our president made a motion to adjourn the executive session. Our vice president seconded the motion. The motion passed 4-0-0.