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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, June 18, 2024
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson
Adrian Sobie
John Alexander
Gina Keating
Dr. Julia Wray

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

I. CALL TO ORDER:

Mrs. Jacobson called the June 18, 2024, Board meeting to order at 7:00 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

Amanda Sansbury discussed her concern about unsafe behavior at the pool last weekend and the fact that the lifeguards did not intervene. The Board agreed that the pool rules and regulations should be updated to include specific language about the diving area. Ms. Just will make the edits during the meeting for the Board's review.

III. APPROVAL OF MINUTES

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to approve the minutes of the May 21, 2024, Board meeting as presented. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that the Board unanimously approved the following items outside of a regular Board meeting:

- Conditions necessary for the residents of 4020 Lafayette Village Drive to purchase a sewer easement from LVCA. These conditions are included in the Board package.

LVCA's HOA attorney will place these conditions in the proper legal format to present to the owners of 4020 Lafayette Village drive when necessary.

- The purchase for a storage unit for the pool at a cost not to exceed $250.
- The purchase of six pool umbrellas at a cost not to exceed $2,500.
- To have Walter Monroe power wash each of the Lafayette Village Monuments at a cost of $250 each or a total of $500.

Mrs. Jacobson also reported that she approved Walter Monroe's request for $250 for extra work associated with installing the "No Trespassing" sign in the Meadows and for $50 to remove the remaining larger items from the Tot Lot.

Effective July 1, 2024, the cost to dispose of trash in Fairfax County will increase. This increase is $7.00 per ton and will impact the disposal portion of LVCA's monthly rate. These changes will be reflected in the July invoice.

The large conference room at the Mason District Governmental Center has been booked for Tuesday, October 15th from 7:00 p.m. until 10:00 p.m. for the Annual Meeting.

V. MANAGEMENT REPORT:

Mr. Edwards reported that the final spring inspections have been completed and the next step will be to hold hearings, likely in August. He confirmed that the repairs at the Tot Lot have been completed.

VI. COMMITTEE REPORTS:

ACC: Mr. Jacobson reported that to date there have been forty-one requests, seventy-five violations and eighty-nine questions.

Communications: Cheryl Ryefield reported that the next newsletter will go out the first weekend in July. Articles or reports to be included are due to her by close of business this Thursday. A reminder that the newsletter will be going completely digital will be included in the July newsletter. Ms. Ryefield also stated that she would like to host an event to thank all the volunteers who have distributed the paper newsletter over the years.

Finance: Mr. Alexander reported that the most recent financials reflect a decrease in electricity expenses. The costs related to pool water were lower than expected. A $75,000 CD will mature on July 1st. There is approximately $180,000 in the money market accounts. Another will mature in October.

MOTION: Mr. Alexander moved, Mrs. Jacobson seconded, to direct Sequoia to make four adjusting journal entries as specified in the audit. The motion passed unanimously (5-0-0).

MOTION: Mr. Alexander moved, Mrs. Jacobson seconded, to accept the 2023 audit from Goldklang and direct the President to sign the representation letter. The motion passed unanimously (5-0-0).

Grounds: Mr. Nutbrown reported that the committee is seeking quotes for five retaining walls. The committee is also working with Blade Runners to obtain watering services for the newly planted trees.

Pool Committee: Rebecca Just reported that there is a "swim under the stars" event scheduled for this Saturday with a rain date of next Friday. She noted that she has placed the order for the storage cabinet.

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to approve the additions to the pool rules and regulations. The motion passed unanimously (5-0-0).

Tot Lot Committee: Mrs. Jacobson informed the Board that wood chips will be added to the tot lot at some point this month.

VII. OLD BUSINESS:

There was no old business to discuss.

VIII. NEW BUSINESS:

Addition to Architectural Control Committee:

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to appoint Charlie Huddleston to the Architectural Control Committee. The motion passed unanimously (5-0-0).

Tree Watering:

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to approve the proposal from Blade Runners to water the newly planted trees in an amount not to exceed $7,500. The motion passed unanimously (4-0-0).

National Night Out:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to hold a National Night Out event at the pool pad on August 6th from 6:00 p.m. until 7:30 p.m. and to provide snacks and a sno-cone machine. The motion passed unanimously (5-0-0).

IX. ACTION ITEM REVIEW

- Email updated homeowner list to Mrs. Jacobson

- Email updated ACC violations list to Mr. Jacobson prior to each meeting
- Email the water bills to Mr. Jacobson and Mr. Alexander
- Return the signed audit to Goldklang
- Confirm that the tot lot gate has been repaired
- Rent sno-cone machine for National Night Out
- Send the items for adjusting journal entries to Vince

X. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to adjourn the regular session of the Board meeting at 8:33 p.m. to convene an Executive Session to discuss personnel and legal matters. The motion passed unanimously (5-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Tuesday, June 18, 2024

I. **Call to Order:** 8:34 p.m.

II. **Special Note:** Executive Session of Board of Directors Meeting held via teleconference per 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

IV. **Issues Discussed:**

a) Rick Jacobson, the Architectural Control Committee (ACC) co-chair, led a discussion about violations within the community. He stated there are outstanding ACC violations from 2023 in a report he reviewed, and he asked that Dale Edwards follow up on them. Those violations that have been resolved should be verified and closed, and open ones should be researched and considered for board review.

Rick Jacobson left the meeting following the ACC violation discussion.

b) The board reviewed the LVCA Homeowner Aging Report, dated June 14, 2024. Dale Edwards will send letters to residents with overdue accounts, and request that immediate payments be made to clear their accounts. Our president asked Dale Edwards to transfer one account to our attorney for legal action.

Dale Edwards stated he would send reminder emails to those residents with ACC violation penalties and ask that outstanding amounts be paid.

V. **Action Items:**
- a) Review outstanding ACC violations from 2023 and action them as appropriate (Dale Edwards).
- b) Send letters to residents with overdue accounts (Dale Edwards).
- c) Transfer one resident account to our attorney for legal action (Dale Edwards).
- d) Send email reminders to residents with outstanding ACC violation penalty amounts (Dale Edwards).

VI. **Adjournment:** 9:01 p.m.

a) Our president motioned to adjourn the executive session and return to the general meeting. Our treasurer seconded the motion. The motion passed 5-0-0.