Table of Contents

2024-08-20-BOD-Minutes 2

2024-08-20-ExecutiveSession Minutes 5

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, August 20, 2024
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson
John Alexander (*arrived at 7:20 p.m.*)
Gina Keating
Dr. Julia Wray

BOARD MEMBERS ABSENT:
Adrian Sobie

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

I. CALL TO ORDER:

Mrs. Jacobson called the August 21, 2024, Board meeting to order at 7:04 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

III. APPROVAL OF MINUTES

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to approve the minutes of the July 16, 2024, Board meeting as presented. The motion passed unanimously (3-0-0).
Mr. Alexander had not yet joined the meeting.

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that she has received the paperwork from Fairfax County for their purchase of an easement on parcels 094-18-B and 094-18-08-N. The paperwork has been completed and returned to the county. Payment is anticipated sometime in October.

Mrs. Jacobson has contacted Matthew Stiefvater, LVCA's auditor from Goldklang Group CPAs, to determine how to best handle the tax consequences from this transaction. They

will be sending a tax letter discussing the issue. Mrs. Jacobson stated that she has approved the $500 fee for the tax letter.

Treasurer John Alexander has purchased a $65,000 CD at a rate of 4% for forty-eight months. This was unanimously approved by the Board outside of a regular meeting.

Mrs. Jacobson thanked Ms. Keating for cleaning up the glass from the smashed car window, cleaning the graffiti off the trash can and disposing of the pile of junk left by the picnic table by the basketball court.

On August 14th, a vehicle on Merrimac Trail was stolen and a few others were broken into. The police are investigating.

V. MANAGEMENT REPORT:

Mr. Edwards reported that it has been a smooth pool season and he has received very few complaints. He also reported that the $200 reimbursement has been coded to tree maintenance. He emailed the general maintenance general ledger to Mrs. Jacobson and Mr. Alexander as requested. The package for the annual meeting will be mailed to owners on September 20th.

VI. COMMITTEE REPORTS:

ACC: Mr. Jacobson reported that to date there have been forty-two requests, sixty-two violations and ninety-four questions.

Communications: Cheryl Ryefield reported that the next issue of the newsletter will be sent out the weekend of September 7th. Articles are due by close of business tomorrow. This will be the last printed issue.

Finance: Mr. Alexander reported that two CDs have been purchased for $65,000 each at a rate of 4%. One will mature in three years and the other in four years. The Board reviewed the current income statement as of July 31st, as well as the current draft of the 2025 budget. The next draft will be sent to the Board in advance of the September Board meeting.

Grounds: Mr. Nutbrown reported that the landscape contract is due to renew soon. Shenandoah has provided a quote for a retaining wall and are walking on quotes for four other walls and one erosion project.

Tot Lot Committee: The Board discussed the potential tot lot renovation project. Dr. Wray has priced out updated equipment and is finding that it is very expensive. She will continue to look at various tot lot examples for ideas for LVCA.

VII. OLD BUSINESS:

Website Updates: The Board agreed to wait until after the annual meeting to update the website as newsworthy information may come out of the meeting.

VIII. NEW BUSINESS:

Nominating Committee:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to appoint Mr. Alexander, Ms. Keating and Dr. Wray to the 2024 Nominating Committee. The motion passed unanimously (4-0-0).

Owners will be directed to provide their proxies to Mr. Edwards.

Deer & Coyote Management:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to renew the contract with SWM for deer and coyote management in the community. The motion passed unanimously (4-0-0).

Electrical Problems with Lights at Pool:

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to approve the proposal from Atlantic Pool Company for electrical work relating to lights at the pool at an amount not to exceed $2,000. The motion passed unanimously (4-0-0).

IX. ACTION ITEM REVIEW

- Have expenses coded to the correct line item
- Send the general ledger for the tot lot to Mrs. Jacobson and Mr. Alexander
- Process Mr. Nutbrown's reimbursement

X. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to adjourn the regular session of the Board meeting at 8:36 p.m. to convene an Executive Session to discuss personnel and legal matters. The motion passed unanimously (4-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Tuesday, August 20, 2024

I. **Call to Order:** 8:37 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:**

Rick Jacobson, the Architectural Control Committee (ACC) co-chair, led a discussion about violations within the community. Several residents were asked to attend this executive session to discuss the status of their ACC violations, however, none were in attendance. Dale Edwards was asked to review the outstanding violations list and assess penalties for those still not addressed.

There was a discussion about whether the association can make repairs to fix violations and then charge residents for them. Our president will discuss this matter with our association attorney.

Rick Jacobson mentioned to Dale Edwards that he would like to see notes in our association violations report that would reflect status.

Rick Jacobson left the meeting following the ACC violations discussion.

a) The board reviewed the LVCA Homeowner Aging Report, dated August 16, 2024. Dale Edwards will send letters to residents with overdue accounts, and request that immediate payments be made to clear their accounts. Two accounts have been transferred to our attorney for legal action.

V. **Action Items:**

a) Review overdue ACC violations and assess penalties for those still not resolved (Dale Edwards).
b) Discuss with our attorney steps the association must take to make overdue repairs to homes and then require residents to reimburse the LVCA (Donna Jacobson).
c) Send letters to residents with overdue accounts (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.