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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, October 15, 2024
Mason District Government Center

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

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

I. CALL TO ORDER:

Ms. Keating called the October 15, 2024, Board meeting to order at 7:04 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

III. APPROVAL OF MINUTES

MOTION: Ms. Keating moved, Mrs. Jacobson seconded, to approve the minutes of the September 17, 2024, Board meeting as presented. The motion passed unanimously (5-0-0).

IV. APPOINTMENT OF OFFICERS:

MOTION: Ms. Keating moved, Mrs. Jacobson seconded, to appoint the following officers to the Board of Directors for 2025: Donna Jacobson as President; Adrian Sobie as Vice President; John Alexander as Treasurer; Gina Keating as Secretary; and Dr. Julia Wray as Director-At-Large. The motion passed unanimously (5-0-0).

V. MANAGEMENT COMPANY REPORT:

Mr. Edwards reported that everything is running smoothly from a management standpoint. He reported that he provided contact information to Dr. Wray for a vendor for

the tot lot project. He noted that fall inspections will be done soon. A letter was sent to an address on Merrimac Trail regarding their late assessment. Violation letters were emailed with Mr. Jacobson copied.

VI. COMMITTEE REPORTS:

Finance: Mr. Alexander reported that a $50,000 CD matured today. The next CD will mature in March. Reinvestment will be determined at the November Board meeting as there will be a clearer picture of funding needed for upcoming projects.

VII. NEW BUSINESS:

Corporate Transparency Act: Mrs. Jacobson requested that each Board member enter their data on the related website, provide their numbers to her and she will file the report. She requested that this be done by the November Board meeting.

Landscaping Quotes:

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to approve the landscaping quote from Shenandoah for Hancock Forest Trail in an amount not to exceed $5,000; and to approve landscaping for Byrd's Nest Pass at a cost not to exceed $1,000. The motion passed unanimously (5-0-0).

2025 Budget:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the 2025 Budget as presented. The motion passed unanimously (5-0-0).

Tot Lot Committee Appointment**:**

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to appoint Ryan O'Connor to serve on the Tot Lot Committee. The motion passed unanimously (5-0-0).

VIII. ACTION ITEM REVIEW

- Report that the sign at Butterfield is down
- Confirm that payment has been mailed to Eden

IX. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Mr. Sobie seconded, to adjourn the regular session of the Board meeting at 9:09 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, October 15, 2024

I. Call to Order: 9:10 p.m.

II. Special Note: The Executive Session of the Board of Directors Meeting was 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. Rick Jacobson left the executive session after the ACC discussion.

b) The board reviewed the LVCA Homeowner Aging Report, dated October 12, 2024. Dale Edwards has implemented a new report format, reporting outstanding balances from highest to lowest. Dale sent one new account to our LVCA attorney for collection. If not current by the end of October, a second account will also be turned over to our attorney.

Our president asked Dale to work with the association attorney to produce a report of all accounts in collection and present it at the November 2024 executive meeting.

V. Action Items:

a) Obtain a report reflecting all accounts in collection for the November 2024 Executive Session (Dale Edwards).
b) If required, turn over a new account in arrears to our attorney for collection (Dale Edwards).
c) Send letters to residents with overdue accounts (Dale Edwards).

VI. Adjournment: 9:32 p.m.

a) Our president motioned to adjourn the executive session. Our vice president seconded the motion. The motion was passed 5-0-0.