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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, December 17, 2024
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson
John Alexander (*left at 7:55 p.m.*)
Dr. Julia Wray
Gina Keating

BOARD MEMBERS ABSENT:
Adrian Sobie

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

I. CALL TO ORDER:

Mrs. Jacobson called the December 17, 2024, Board meeting to order at 7:06 p.m. She noted that agenda items will be addressed out of order to get input from all present Board members before Mr. Alexander has to leave the meeting.

II. OLD BUSINESS:

Corporate Treasury Filing: Mrs. Jacobson reported that a lawsuit has been filed regarding the issue and the government is appealing the court's ruling. The Board members discussed whether to file the information by January 1st.

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to wait to file the corporate treasury information until the attorney tells them that it is necessary. The motion passed unanimously (4-0-0).

Perimeter Pool Lights: Atlantic Pool Services has noticed another potential issue with the perimeter lighting at the pool. The electrician investigated and determined that the original diagnosis was correct.

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to direct Atlantic Pool Services to move forward with the perimeter lighting work as approved in a prior proposal. The motion passed unanimously (4-0-0).

III. NEW BUSINESS

Excess Assessment Income from 2024:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to apply all the excess assessment income from 2024 to the following year's assessments. The motion passed unanimously (4-0-0).

Swimming Pool Proposal:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the proposal from Atlantic Pool Services for white coating the main pool and wading pool including the five lap lanes at a cost not to exceed $61,000. The motion passed unanimously (4-0-0).

Proposal from Shenandoah:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the proposal from Shenandoah for retaining walls 11 and 13 and one erosion project at a cost not to exceed $43,572. The motion passed unanimously (4-0-0).

Methodology for Handling Easement Proceeds: The Board discussed the two options for accounting for the proceeds from the sale of the easement to Fairfax County based on information provided by Goldklang Group and the association's HOA attorney. Mrs. Jacobson will seek further information from the HOA attorney regarding option two, specifically as it relates to obtaining proxies from the membership. The Board will revisit the issue at the January Board meeting.

IV. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

V. APPROVAL OF MINUTES:

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to approve the minutes of the November 19, 2024, Board meeting as corrected. The motion passed unanimously (4-0-0).

VI. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that the holiday decorations contest will be held on Monday, December 23rd at 8:00 p.m. She also reported that Mr. Alexander will once again host the Martin Luther King Food Drive in January 2025. Donations can be dropped off at 7900 Peyton Forest Trail from Saturday January 18th through Monday, January 20th from 9:00 a.m. to 1:00 p.m.

VII. MANAGEMENT COMPANY REPORT:

Mr. Edwards reported that he has ordered the new ten-foot signpost. He has also sent out delinquency letters and reclasses the pool umbrella expense.

VIII. COMMITTEE REPORTS:

Architectural Control Committee: Mr. Jacobson reported that, to date, there have been forty-six requests, seventy-nine questions and thirty-nine violations.

Communications: Ms. Ryefield reported that the first digital issue of the newsletter was published at the beginning of December. She noted that currently Bitly can provide the click through statistics for a fee. Mr. Nutbrown advised that the web host should be able to provide that information for free. Mrs. Jacobson will speak with Steve and Brittany.

Grounds: Mr. Nutbrown stated that as the work included in the Shenandoah proposal has already been discussed, there is no other information to discuss.

IX. OLD BUSINESS (cont.)

Visitors Parking Signs: Mrs. Jacobson reported that the association must include a picture of a car being towed on the signs. She shared a sample of the sign and the Board members agreed that Mrs. Jacobson move forward with the sign.

Website Updates: Mrs. Jacobson will provide her information for updates on the website over the holidays and asked that the other Board members do the same.

X. NEW BUSINESS (cont.)

Date/Time of 2025 Board Meetings; The Board agreed to continue to hold the monthly Board meetings on the third Tuesday of each month at 7:00 p.m.

Tickets for Vehicle Violations: Mrs. Jacobson shared a template for vehicle violations and the Board agreed to use it going forward.

XI. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to adjourn the regular session of the Board meeting at 8:32 p.m. and convene an executive session to discuss legal and personnel matters. The motion passed unanimously (4-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Tuesday, December 17, 2024

I. **Call to Order:** 8:32 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 -- Absent
- c) John Alexander, Treasurer – Absent
- 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. There was a discussion about a dog-off-leash violation. Rick Jacobson left the executive session after this discussion.
- b) The board reviewed the LVCA Homeowner Aging Report, dated December 13, 2024. Dale indicated that numerous residents are more than two quarters behind with their assessment payments. Two accounts are in a collection status with our attorney.

  Penalty assessments for outstanding architecture violations were also in the aging report. Our president indicated our financial audit will focus on dues collection efforts, not on unpaid architecture penalty amounts.

  Our president stated she would email homeowners and request that outstanding dues payments be made immediately. She would also include a reminder to everyone about the 2025 assessment increase.

  Dale stated that association homeowners can register with Sequoia Management to review their financial account balances. He said he would email those with registered accounts and ask that they be reviewed for outstanding balances.

V. **Action Items:**
- a) Send an email announcement to all homeowners and residents to pay any outstanding assessments and ensure dues increases are noted for 2025 payments (Donna Jacobson).
- b) Send emails to homeowners with Sequoia association accounts and ask them to pay outstanding dues (Dale Edwards).

VI. **Adjournment:** 8:46 p.m.
- a) Our president motioned to adjourn the executive session, and the secretary seconded it. The meeting was adjourned 3-0-0.