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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, May 20, 2025
Via Teleconference

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

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

I. CALL TO ORDER:

Mrs. Jacobson called the May 20, 2025, Board meeting to order at 7:05 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

III. APPROVAL OF MINUTES:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the minutes of the April 15, 2025, Board meeting. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that she will retire from the Board of Directors at the 2025 Annual Meeting in October. She and Mr. Jacobson intend to sell their home in Lafayette Village and relocate. She added that the association will elect two new members this year.

Mrs. Jacobson reported that the Board approved, outside of a regular Board meeting, the Tot Lot proposal from Playground Specialists in an amount not to exceed $102,000. The tot lot should be installed in August.

The Board also approved two proposals, outside of a regular Board meeting, from Shenandoah Landscaping. One is two remove a number of damaged trees at a cost not to

exceed $4,450. The second is for drainage enhancement needed at the end of Hampton Village Pass at a cost not to exceed $675.

V. MANAGEMENT REPORT:

Mr. Edwards reported that he has not spoken with Steve from Atlantic about the landline at the pool house. The Board also inquired about whether certain payments have been made. Mr. Edwards responded that he would follow up on both issues.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that there have been twenty-six requests, eighty-one questions and fifty-one violations to date.

Communications: Cheryl Ryefield reported that the next newsletter will be distributed during the second weekend in June. Articles and reports are due by close of business on May 28th.

Finance Committee: Mr. Alexander reported that the association is $6,000 ahead of budget. The association is also ahead in interest. Mr. Alexander noted his concern about uninvested funds. Once larger expenses have been paid, like the tot lot project and pool expenses, he will develop a plan for reinvesting the remaining funds and present it to the Board.

Pool Committee: Rebecca Just reported that she and Ilana are planning the first social event of the summer.

Grounds Committee: There was no report, as Mr. Nutbrown was out of town. Mrs. Jacobson noted that Anne Sansbury will be stepping down from her role as the community garden coordinator.

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to appoint Sarah Helminiak to the Grounds Committee and replace Anne Sansbury as the community garden coordinator. The motion passed unanimously (4-0-0).

Liaison Committee: There was no report.

VII. OLD BUSINESS:

There was no old business.

VIII. NEW BUSINESS:

2025 Nominating Committee:

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to appoint John Alexander, Gina Keating, Julia Wray, Anne Sansbury, Rebecca Just, Cheryl Ryefield, Rick Jacobson and Mike Nutbrown to the 2025 Nominating Committee. The motion passed unanimously (4-0-0).

Community Yard Sale:

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to hold a community yard sale with Betty Harmon organizing. The motion passed unanimously (4-0-0).

Soliciting Prevention: The Board discussed the issue of solicitors on the LVCA property and if there was anything (other than the signs already posted) that the community can do to prevent this. It was determined that residents should be vigilant about telling solicitors they are not allowed on the property and that the police will be called if they continue to solicit in LVCA. Mrs. Jacobson will send a reminder of the policy to residents.

X. ACTION ITEM REVIEW

- Reach out to Steve at Atlantic regarding the landline at the pool house
- Contact accounting department regarding the payment to Playground Specialists
- Send all reserve expenses from January 2021 to date to Donna Jacobson
- Send the spreadsheet of current violations to Rick Jacobson

XI. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to adjourn the regular session of the Board meeting at 8:22 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, May 20, 2025

I. **Call to Order:** 7:00 p.m. and then reconvened at 8:23 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) John Alexander, Treasurer – Present
- c) Gina Keating, Secretary – Present
- d) Julia Wray, Member-At-Large – Present
- e) Dale Edwards, Sequoia Representative – Present
- f) Rick Jacobson – Present (only for discussion of architecture issues)

IV. **Issues Discussed:**
- a) Our president announced that she is resigning from the Lafayette Village Community Association (LVCA) Board following the October 2025 annual meeting.
- b) The board reviewed the LVCA Homeowner Aging Report, dated May 17, 2025. Currently, our community attorney is addressing two accounts. Some accounts are two or more quarters in arrears. Dale Edwards will send these homeowners letters requesting immediate payments against their accounts. The board discussed one account that had several architecture violations lodged against it. The issues with this account are in the process of being resolved.

  Hearings were scheduled for two homeowners with architectural violations, but they did not attend this meeting. Our president indicated that Dale Edwards should send letters to these homeowners indicating that daily penalties would be assessed until the violations were resolved, beginning 14 days from the letter dates.

V. **Action Items:**
- a) Send letters to those homeowners whose accounts are overdue by more than two quarters (Dale Edwards).
- b) Send letters to homeowners with outstanding architectural violations informing them of penalty assessments (Dale Edwards).

VI. **Adjournment:** 7:29 p.m.
- a) Our president motioned to adjourn the executive session, and the treasurer seconded it. The meeting was adjourned 4-0-0. The second session was adjourned at 8:35 p.m., and then seconded by our member-at-large. This meeting was adjourned 4-0-0.