Table of Contents

2025-07-15-BOD-Minutes 2

2025-07-15-ExecutiveSession Minutes 6

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, July 15, 2025
Via Teleconference

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

BOARD MEMBERS ABSENT:
Nancy Bock

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

I. CALL TO ORDER:

Mrs. Jacobson called the July 15, 2025, Board meeting to order at 7:02 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 June 17, 2025, Board meeting. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that the Board unanimously approved Nancy Bock as a Member-At-Large on the LVCA Board,

Mrs. Jacobson encouraged everyone to canvas the community for a new Board member since she will resign at the Annual Meeting on October 21, 2025.

Lastly, Mrs. Jacobson reported that the next reserve study will be at the end of

September. A list of capital projects that have been completed since the last reserve study was provided to the Board members for their review.

V. MANAGEMENT REPORT:

Mr. Edwards discussed the repair of the screen door at the pool house and inquired as to whether the Board would consider removing the door and not replacing it. Board members agreed that they prefer to have the screen door as it provides outside air for the pool house which is not air conditioned.

Mr. Edwards noted that the number of violations has gone down to fifty-seven. Some are ready for a second inspection.

Lastly, Mr. Edwards will confirm with the Mason District Governmental Center the reservation for the Annual Meeting in October.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that there have been thirty-three requests, ninety-three questions and forty-seven violations to date.

Finance Committee: Mr. Alexander discussed the audit report and reviewed the financial analysis provided by the auditors.

MOTION: Mr. Alexander moved, Mrs. Jacobson seconded, to move $200,000 out of the money market account and into laddered CDs. The motion passed unanimously (4-0-0).

Lastly, Mr. Alexander noted that there has been a decrease in the fuel service charge.

Grounds Committee: Mr. Nutbrown reported the committee is seeking a quote from Eden Tree Service for maintenance work around the community. He also noted that a Cox representative was on site regarding the retaining wall project. Ms. Jacobson stated that she was unable to meet with them and will reschedule for a date when she, Cox and Shenandoah can meet.

Fairfax County has indicated that it will start the pond retrofit and storm water restoration project in the August/September time frame.

The committee has received a quote for the steps from Yorktown Pass to Trammell Road as they are in poor condition.

Lastly, the Board members and Mr. Nutbrown discussed the issue of a path structure that a homeowner has installed in the HOA property behind their townhome without prior approval from the Board. Mrs. Jacobson reached out to the association's attorney for a legal opinion and is waiting to hear back.

Pool Committee: Rebecca Just reported that a "swim under the stars" event was held at the pool last weekend and was well attended. On July 25th, a wine and cheese event will be held. There is one more "swim under the stars" event scheduled for August.

Ms. Just also noted that there are several chairs and loungers that have substantial staining. Mr. Edwards responded that it is suntan lotion and will address it at the end of the season.

Liaison Committee: Mrs. Jacobson reported that a meeting will be held on the Gallows Road Study at Woodburn Elementary school on Thursday, July 17th at 6:00 p.m.

VII. OLD BUSINESS:

There was no old business.

VIII. NEW BUSINESS:

Renaming Community Garden:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to rename the community garden the "Anne Sansbury Memorial Garden" and to purchase a new sign with this name. The motion passed unanimously (4-0-0).

Insurance Proposal 2025-2026: The Board discussed the quote for renewal for the association's master insurance policy. Mrs. Jacobson will reach out to the broker to let them know that a new tot lot is being installed this summer and determine how that may impact the current renewal proposal.

Shenandoah Proposal:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the proposal from Shenandoah for additional pre-emergent weed control in the fall. The motion passed unanimously (4-0-0).

Streetlight Repair:

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to accept the quote from Quality Electric Service to repair two streetlights on Byrds Nest in an amount not to exceed $1,000.00. The motion passed unanimously (4-0-0).

Refrigerator for Pool House:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to order a GE garage-ready refrigerator for the pool house at a cost not to exceed $1,050.00. The motion passed unanimously (4-0-0).

X. ACTION ITEM REVIEW

- Repair screen door at pool house
- Confirm the location for the annual meeting
- Order refrigerator at the pool house
- Forward the items to be reclassed to Accounting.

XI. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to adjourn the regular session of the Board meeting at 8:42 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, July 15, 2025

I. **Call to Order:** 8:40 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) Nancy Bock, Member-At-Large – Absent
   g) Rick Jacobson – Present for ACC discussion and then excused

IV. **Issues Discussed:**
   a) There was a brief discussion about the Architecture Control Board (ACC) violations. Rick Jacobson requested that Dale Edwards provide him with a list of the current architecture violations.
   b) Our president stated that she will remove the Lafayette Village Community FINCEN report, but each board member is responsible for deleting his/her identifying information. Presently, FINCEN has not provided information about how to delete this information. Our president said she would contact our attorney and ask if there are any updates about the removal process.
   c) The board reviewed the LVCA Homeowner Aging Report, dated July 11, 2025. One homeowner's violation was resolved, and the penalties will be forgiven. Once the easement credit has been considered, there are a few accounts overdue by more than a couple of quarters.
   d) Our president made us aware of obnoxious behavior by a resident in regards to community trash.

V. **Action Items:**
   a) Provide Rick Jacobson with a list of the current architecture violations (Dale Edwards).
   b) Contact our community attorney and ask whether FINCEN has provided the public with information about how to remove board member personal identifying information from their database (Donna Jacobson).
   c) Inquire within Sequoia Management whether there is any update on the removal of board member personal information from the FINCEN database (Dale Edwards).

VI. **Adjournment:** 9:00 p.m.
   a) Our president motioned to adjourn the executive session, and the member-at-large seconded it. The meeting was adjourned 4-0-0.