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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, August 19, 2025
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson
Dr. Julia Wray
Gina Keating
Nancy Bock

BOARD MEMBERS ABSENT:
John Alexander

OTHERS PRESENT:
Rick Jacobson
Cheryl Ryefield
Amandy Sansbury
Harsheen Gill
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Mrs. Jacobson called the August 19, 2025, Board meeting to order at 7:01 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

A homeowner discussed the issue of the unauthorized path she created on HOA property behind her home on Peyton Forest Trail. She informed the Board that there is a slope in that area, which freezes in the winter and can be slippery when it rains heavily. This creates a hazard for her when trying to take the trash out. She is willing to remove the path but requested an option for her trash removal. It was discussed that many residents in her situation take the trash out through the front. Mrs. Jacobson responded that she would reach out to Jessie Collier at Shenandoah for assistance in removing the path and repairing the ground. She will also see if Jessie Collier has any insight into the issue. The homeowner will have the path removed by September 8th.

III. APPROVAL OF MINUTES:

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

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that the Board voted unanimously outside of a regular Board meeting to renew the association's insurance policy with Puffenberger for another year.

Newsletter submissions are due by the end of the day on Wednesday, August 20th.

Lastly, Mrs. Jacobson noted that another candidate is needed to be appointed to the Board. John Alexander and Nancy Rhodes are the two homeowners who are running to be elected to the Board. She encouraged Bord members to seek suitable candidates and encourage them to seek a Board position.

V. MANAGEMENT REPORT:

Mr. Edwards stated that the pool will close on September 1st. He also noted that he has completed the second round of violations.

VI. COMMITTEE REPORTS:

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

Communications Committee: Cheryl Ryefield reported that the fall newsletter will be distributed the weekend of September 6th. Reports are due to her by close of business tomorrow, Wednesday August 20th.

Grounds Committee: Mrs. Jacobson reported on behalf of Mr. Nutbrown. The light poles on Byrds Nest Pass have been repaired. Work will begin on retaining wall #14 tomorrow, August 20th. Also, the committee has received one quote so far for the steps at Trammel Road.

Tot Lot Committee:

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to obtain an independent inspection for the tot lot as soon as possible. The motion passed unanimously (4-0-0).

VII. OLD BUSINESS:

2024 Draft Audit:

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to accept the 2024 audit with the changes suggested to the auditor included. The motion passed unanimously (4-0-0).

VIII. NEW BUSINESS:

Suburban Whitetail Management:

MOTION: Mrs. Jacobson moved, Ms. Bock seconded, to renew the relationship with Suburban Whitetail for continued work on HOA property. The motion passed unanimously (4-0-0).

Ceremony for New Tot Lot:

MOTION: Mrs. Jacobson moved, Ms. Bock seconded, to host a dedicated ceremony for the new tot lot on August 31st at 3:00 p.m. Dr. Julia Wray will provide snacks and beverages. The motion passed unanimously (4-0-0).

X. ACTION ITEM REVIEW

- Contact Steve regarding inspection for tot lot
- Generate full/historical violation list for Rick Jacobson

XI. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to adjourn the regular session of the Board meeting at 8:16 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, August 19, 2025

I. **Call to Order:** 8:00 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 – Absent
   c) Gina Keating, Secretary – Present
   d) Julia Wray, Member-At-Large – Present
   e) Dale Edwards, Sequoia Representative – Present
   f) Nancy Bock, Member-At-Large – Present

IV. **Issues Discussed:**
   a) The board reviewed the LVCA Homeowner Aging Report, dated August 16, 2025. While the report reflected an outstanding balance of $13,000 as of August 16th, Dale Edwards indicated that as of the meeting date, the balance was $11,000. Dale Edwards mentioned that one resident who is more than 90 days overdue with assessment payments has ignored letters sent regarding the issue.

      Many accounts reflect an outstanding balance of $183.43. Our president asked Dale Edwards to research the nature of this figure; however, it appeared to be related to the community easement credit for homeowners.

V. **Action Items:**
   a) Research the $183.43 figure in the LVCA Homeowners Aging Report (Dale Edwards).

VI. **Adjournment:** 8:27 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.