

LENOX PLACE

S U N N Y S I D E

HOMEOWNERS ASSOCIATION, INC. Board of Directors Meeting Minutes

May 29, 2012

The May meeting of the Board of Directors for was held on Tuesday, May 29, 2012. The meeting was called to order at 7:04 p.m. by Lewis Jackson at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

Board Meeting Attendance:

Present: Lewis Jackson - President, Jack Stevens – Vice President, Kevin Naus - Treasurer, Ken LaVolpe – Secretary and Greg Lawrence - Capitol Management

Absent: Leslie Thornton- Member-at-large

Alexandria City Law Enforcement Report:

- No representative from the Alexandria Police Department was present.

Residents Open Forum:

- Chuck Finke, 3836 Charles – Noticed an issue with Valley Crest utilizing the lawn mowers larger than the area of grass present. For instance a 40in wide area being mowed with a 48in wide mower. Capitol had discussed this with Valley Crest and they have corrected the issue with the maintenance crews and would like to offer to replace/repair the area.

Approval of Minutes:

The minutes for the March 26, 2012 and April 23, 2012 Board meetings were reviewed in by each Board Member.

Move to: Approve Meeting Minutes for March 26, 2012.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

Move to: Approve Meeting Minutes for April 23, 2012.

Moved by: Lewis Jackson

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Financial Report – Kevin Naus

Investments:

On April 30, 2012, the Association had operating and investment funds totaling \$555,857. There are \$535,122 in laddered CDs and investment funds. Total operating assets has a balance of \$20,734.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of April 30, 2012 was \$45,236. Accrued Reserves total \$525,915 and are fully supported by cash and investments. This signifies that the Association is in a healthy financial position.

Income Statement Report:

The Income Statement Report reflects a year-to- date income of \$46,862 which is \$473 below the budgeted amount of \$47,336. The year-to-date expenses are \$39,755 which is \$6,980 under the budgeted amount of \$46,736.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$6,507. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Committee Reports:

- A. Landscape Committee – Lewis Jackson for Leslie Thornton:
 - Nothing to report

- B. Architectural Review Committee –Jack Stevens:
 - ARC is being proactive on possible variance requests that will be submitted after the annual inspections.
 - ARC discussed the installation of Photo-voltaic cells on rooftops. There are currently no pending requests.
 - ARC also discussed the several recent roof replacements and re-enforced the current three-tab roof shingle standard as the sole replacement specification.
 - ARC monthly meeting May 17, 2012, including Aaron West, Pat McHugh, Jack Stevens, Nick Toaso (resident) discussed the following VARs (Details are contained in the ARC monthly meeting minutes):
 1. 3823 Charles: 5/14/2012 - Replacement rotted wood trim and siding. **Approved**
 2. 3925 Courtland: 05/14/2012 - Replacement rotted wood trim and siding. **Approved**
 3. 3923 Charles: 05/13/2012 - Replacement of existing windows with new vinyl sash windows. **Approved**
 4. 3923 Charles: 04/24/2012 - Installation of low flagstone wall for front garden. **No action required**

- C. Parking Committee – Lewis Jackson:
 - Nothing much to report, it has been relatively quiet.

- D. Newsletter Committee – Lewis Jackson:
 - There is only one member and it may be a challenge to get out a newsletter this summer.
 - A President's letter was sent out in light of not having a committee or newsletter prepared.

- E. Community Relations Committee – Ken LaVolpe:

- Del Ray Trolley: King Street Metro stop north into Del Ray. This Trolley will use existing bus stops following this likely route: King Street Metro, along Commonwealth and East Braddock Road, then Braddock Road Metro, north on Mt. Vernon, turn left onto West Glebe, right onto Russell and right onto Mt. Vernon to return.

Old Business:

- A. ARC Hearings
 - Capitol will be scheduled for June.
- B. Major Landscape Repair Projects
 - The Board and the landscape committee have identified several landscape areas of concern including:
 - The North Gate common area
 - The "Triangle Area" behind 3801-3807 Courtland
 - Between Courtland and Charles behind north gate
 - Drainage issues behind 3834-3846 Charles Avenue and Old Dominion
 - The North Gate area project began today, May 29. This was delayed due to due to the rain and other weather issues. Capitol will be continuing to manage this effort.
- C. West Glebe Irrigation expansion
 - This would add 6 sprinkler heads between the monument signs along Glebe on the outside of the wall.
 - Three proposals have received: Greenlink, Davey and Montgomery

Move to: Approve Greenlink proposal for Glebe Irrigation expansion, \$2,575.00, to include an additional year of maintenance on the entire irrigation system

Moved by: Lewis Jackson

Seconded: Kevin Naus

For: All

Against: None

MOTION PASSED

- D. Brick Fence Column Repair
 - Reviewed proposals and Capitol will expand the review to include the entire length of the wall and will respond with additional information.
- E. Community Yard Sale
 - Community Yard sale is scheduled for Saturday, June 9, 2012. Rain date will be Sunday June 10, 2012. Greg has mentioned that several communities often simultaneously bring a salvage bin onsite to assist residents with spring cleaning.
- F. ARC/Welcome packet revisions
 - This should be finalized shortly but we will likely not have the color updates from the ARC.
- G. Mailbox Stand Repair
 - Capitol has repaired and painted all community mailboxes.
 - There was a continued open discussion about replacement of mailboxes community wide for 2013.
- H. Elbert Driveway Price Negotiation

- Greenlink has proposed \$10 per square foot, average Elbert driveway is 10ft by 20 ft = 200 square feet. This would be approximately \$2,000. Depending on volume this price could reduce to as low as \$8.
 - Greenlink will provide a detailed proposal with pricing and any additional stipulations for the work to be completed.
- I. Solar Panel Discussion
- Ongoing discussion within the ARC about specifications.

New Business:

- A. Upper Charles Landscape Projects
- We will start identifying the areas for some fall planning and rejuvenation.
- B. SharePoint Information/Demo
- Ken provided an overview of Office 365 and our SharePoint team site capabilities.
- C. Committee Nominations

Move to: Appoint Nick Tasaso, 3824 Charles to the ARC.

Moved by: Lewis Jackson

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Executive Session

- A. Entered into Executive Session at 8:14pm and ended at 8:22pm

Move to: Continue with all actions from Executive Session

Moved by: Ken LaVolpe

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Adjourn:

Move to: Adjourn at 8:36 p.m.

Moved by: Lewis Jackson

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Minutes prepared and submitted by: Ken LaVolpe, Secretary
Minutes to be approved at the June 25, 2012 Board Meeting