

LENOX PLACE
S U N N Y S I D E
HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

February 28, 2011

The regularly scheduled meeting of the Board of Directors for November was held on Monday, February 28, 2011. The meeting was called to order at 7:03 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, John Peterson - Treasurer, Ken LaVolpe – Secretary, Leslie Thornton- Member-at-large and Greg Lawrence - Capitol Management

Absent: None

Approval of Minutes:

The minutes for the January 24, 2010 Board meeting were tabled to the March meeting.

Alexandria City Law Enforcement Report:

Sergeant Jose Garcia, Alexandria City Police Department gave the community an update on recent law enforcement activity in the Sunnyside area and Alexandria City in general. Overall neighborhood incidents have declined but items continue to be stolen from locked and unlocked vehicles. APD continues to stress that residents not keep items of value in the car that can easily be seen, including GPS devices, sunglasses, owner's manuals and garage door openers that might be hanging from the visor. Please see Alexandria PD press release here: http://alexandriava.gov/police/info/news_policedisplay.aspx?id=44202

Residents Open Forum:

- Nathan Petrillo, 3802 Charles Ave. – Noted that parking violations continue on Charles in a fire lane. This includes personal vehicles as well as contractor vans and trucks. This is primarily a problem on Saturdays and Sundays between 11am and 2pm.

Committee Reports:

- A. Landscape Committee – Leslie Thornton:
 - Still not fully operational. Still looking for more people.
 - Leslie is working closely with Nestor from the Valley Crest.
 - The committee is still soliciting for volunteers.
 - Committee will be finalizing maintenance agreement modifications.
- B. Architectural Review Committee – Jack Stevens
 - The committee is still working to finalize an ARC meeting date and time.

- 3802 Charles - Storm door replacement has been Approved
 - 507 Shorter – Replacement of rear doors and windows has been withdrawn by the resident to be represented at a later date/time.
 - 503 Shorter – Request has been submitted to wrap home with vinyl/aluminum
- C. Parking Committee – Lewis Jackson:
- Adding a new member at this meeting to assist the committee.
- D. Newsletter Committee – Lewis Jackson:
- Photos will be taken of the board tonight for the newsletter.
 - The committee is now functioning. Anyone who has any input for articles or other information that should be included would be helpful. There will likely be a modernization to the layout and content of the newsletter. The newsletter will continue to be a hard copy with an electronic version to also be available.
- E. Community Relations Committee – Ken LaVolpe:
- No report at this time.

Financial Report – John Peterson

- John and Capitol Management to meet before the March meeting to review the financial activities.

Investments:

On January 31, 2011, the Association had operating and investment funds totaling \$564,581. There are \$528,868 in laddered CDs and investment funds. Total operating assets has a balance of \$35,713.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of January 31, 2011 was \$10,980.

Accrued Reserves total \$540,790 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 \$10,900 which is \$500 below the budgeted amount of \$11,400. The year-to-date expenses are \$5,626 which is \$5,774 under the budgeted amount of \$11,400.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$5,273 As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Old Business:

- A. Monument signs
- The sign is under fabrication and installation should be completed by next board meeting.

B. Formal Violation Policy

- The policy was reviewed and OK'd by the board's Lawyer.
- Discussion about some duplication in corresponding sections, overall the board feels that this policy will provide the needed clarity and process for handling violations.

Section I Subsection B will read: "If the committee or Board determines, following an investigation of the written request, that it describes a valid violation of the Association's instruments and rules, the Board shall then take appropriate action."

Move to: Approve Formal Violation Policy with the modifications indicated above

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

C. 3912 – 3918 Charles Avenue Fence Replacement

- Capitol Property Management completed a site survey and inspection of the fencing and recommends that the fencing does not yet need to be replaced in its entirety. Instead it is recommended that several planks, capping, door hinges and latches be re-set, replaced or installed.
- Capitol Construction estimates that the repairs will cost less than \$500.00 and will be completed within 30 days.

Move to: Complete the preventative maintenance on the fencing by Capitol Construction not to exceed \$500.00.

Moved by: Lewis Jackson

Seconded: Jack Stevens

For: KenLaVolpe, LeslieThornton

Against: None

Abstain: John Peterson

MOTION PASSED

D. Monument Lighting Proposal

Move to: Approve lighting proposal from Greenlink Inc. for \$9,390.00 to light both signs at the Shorter Lane entrance.

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

E. Landscape Contract Modification

Move to: Accept a three (3) year contract renewal set at the 2010 rates to Valley Crest. Contract contains a 90 cancelation clause which can be executed at any time.

Moved by: Lewis Jackson

Seconded: Leslie Thornton
For: All
Against: None
MOTION PASSED

- F. 2011 Annual Architectural Inspections.
 - o Currently underway and will be sent out in March.

New Business:

A. Tree Pruning Proposal.

Move to: Approve the tree pruning proposal
Moved by: Leslie Thornton
Seconded: Lewis Jakson
For: All
Against: None
MOTION PASSED

B. Landscape Committee Nomination – Not presented at this time.

C. Parking Committee Nominations

Move to: Approve Nick and Christine Nalli, 3804 Charles, as members of the Parking Committee
Moved by: Lewis Jackson
Seconded: Jack Stevens
For: All
Against: None
MOTION PASSED

D. Community Light survey

A lighting map has been created and added to the website. The map clearly identifies all of the communities lights and provided a reference number to be used when reporting issues to Captiol Property Manaagment.

E. Community Irrigation

Capitol Property Management is working on collecting information from several sources to determine what lines may exist on the property and what its viability is. Capitol will have a report for the next meeting.

Adjourn

Move to: Adjourn at 8:33 p.m.
Moved by: John Peterson
Seconded: Jack Stevens
For: All
Against: None
MOTION PASSED

Minutes prepared and submitted by: Ken LaVolpe, Secretary
Minutes to be approved at the March 28, 2011 Board Meeting