

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

Board of Directors Meeting Minutes

November 28, 2009

The regularly scheduled monthly meeting of the Board of Directors for November was held on Monday, November 28, 2009. The meeting was called to order at 7:05 p.m. by Jack Stevens at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

BOARD MEETING ATTENDANCE:

Present: Jack Stevens –President, Kevin Beekman –Vice President, Melissa Russell –Secretary, Lewis Jackson-Member at-large and Bob Mikulski –Genus Property Management

Absent: Tom Fitzgerald-Treasurer

MEETING MINUTES:

The minutes for the October 26, 2009 Board meeting were reviewed in advance by all present Board members.

Move to: Approve the Board meeting minutes from October 26, 2009.

Moved by: Kevin Beekman

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

GUEST SPEAKERS:

Officer Chris Ashcraft, Alexandria City Police Department gave the community an update on recent law enforcement activity in the Sunnyside area and Alexandria City in general.

Ryndy Wilke, Emery Snow Removal, Inc. introduced himself to the Board and requested that we designate a location to place excess snow in the event of a major snow storm.

RESIDENTS OPEN FORUM:

The public forum opened at 7:12 p.m.

Colleen McNearney , Charles Avenue - attended the meeting and wanted to find out the status of her and her neighbor's variance request. She was informed that variance requests would be reviewed by the entire board later in the meeting.

Ken Volpe, Elbert Avenue - noted that he had received a "rouge" parking violation notice on his car even though he was not in violation of Lenox Place parking policies.

Michelle Francois, Elbert Avenue - expressed concerns regarding Genus Property Management and the Valley Crest Landscaping Company:

1. Genus Property Management - She felt they have not been responsive to her concerns. She had issues regarding her tree in 2008, it took months to address the problem and her calls to the management company were never returned. She felt she had done \$1,800 in required maintenance and when she had a problem her concerns were ignored. She felt if it hadn't been for Kevin Beekman, nothing would have been done.
2. Valley Crest - She was also upset because the landscape company was not taking care of property. She feels all of her neighbors are unhappy with management company and landscape company. She feels she is paying a monthly fee and has to shovel snow and pave driveway.

Jack quickly responded and provided a valuable historical perspective that helped shed light on the concerns of some Elbert Avenue homeowners/residents.

Additionally, it was clarified that all homeowner/residents are responsible for shoveling and paving their individual driveways regardless their home location within Lenox Place.

Lewis also acknowledged and noted serious concerns regarding the overall lack of quality and service provided by Genus over the years. He stated that the Status Quo – is no longer acceptable and that the Board is committed to increasing and improving the quality of the property management services provided to the community in 2010.

Ms. Francois was invited to attend the next board meeting to follow-up on her landscape concerns.

COMMITTEE REPORTS AND DISCUSSION:

Landscape Committee:

1. Tom Fitzgerald is the liaison to the landscape committee – Neither Tom nor any member of the landscape committee were present – In their absence Kevin provided a brief summary of several landscape issues related to the Fall leaf pick-up and resulting turf damage.

2. It was concluded that next year the Board should set definitive dates in our landscape contract for two distinct leaf pick-ups.
3. Additionally, it was determined that moving forward – Nathalie Simon would serve as the Chairperson of the Landscape Committee.

Neighborhood Watch Committee:

Kevin is the NWC liaison.

Newsletter Committee:

Melissa is the BOD liaison. There was discussion regarding a quarterly bulletin.

Community Relations Committee:

1. Kevin and Melissa suggested changing the LPAS meetings in order to attend the ARHA board meetings and stay on top of the development and additional housing coming into the community. Three alternative dates to be researched and presented by Bob Milkulski. Requesting the 4th Tuesday of the month - we need two or three dates to see if the church is available.
2. Kevin and Melisa stated that there are several local developers who have expressed interest in potential projects in the Sunnyside and Arlandria communities.
3. Kevin and Melisa also informed the group about upcoming ARHA and Glebe Park Advisory Group meetings.

Architectural Review Committee:

1. Lewis is the ARC liaison and stated that currently we do not have a fully functional ARC. To date we only have one official member of the committee (Jim Russell).
2. Given the lack of ARC participation, Lewis suggested that the Board review all ARC Variance requests until we have a completed ARC charter and functional committee.

Parking Committee:

1. Lewis Jackson is the parking liaison. He stated that several residents complained that the administration of the 2010 parking passes has been inconvenient during the holiday season. Additionally, several residents noticed that distribution was delayed and appeared inconsistent.
2. Genus noted that several residents did not receive timely tags as a result of late or no payment of association fees.
3. We had a brief discussion about future parking passes and concluded it is imperative to have yearly registration and new tags annually to discourage violation of our parking policies.

FINANCIAL REPORT:

Investments:

On October 31, 2009 the Association had operating and investment funds totaling \$543,575. There is \$495,979 in laddered CDs and investment funds. Total operating assets has a balance of \$47,595.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of October 31, 2009 was \$59,317

Accrued Reserves total \$495,979 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 \$113,876 which is \$63.00 above the budgeted amount of \$113,813. The year-to-date expenses are \$113,626 which is \$6,394 over the budgeted amount of \$107,232. This overage is primarily a result of last winter's excess snow removal fees.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$250.00. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

OLD BUSINESS:

1. Shorter Lane Brick Entrance Signage - Bob reported that we don't need permits for signs on Elbert and Shorter Lane. Proposal is pending. Potential vendor may attend next meeting.
2. Fix/Replace Street Light Growing into Tree - Bob has had no luck with lighting. That issue is still pending
3. ARC Charter - Needs work - Lewis is the lead on this. Molly the lawyer should weigh in on the ARC. The ARC was supposed to approve variance requests. The board should address issues, complaints by residents as a recourse. Kevin thinks the appointment to the ARC should be formalized. Jack said the Charter was approved by Ken Chadwick. Lewis said we need to know about membership appointment, approval process, allowing ARC to approve and board for appeals. Lewis will work with Bob and the lawyers prior to next month's meeting.

NEW BUSINESS:

1. On-Going Dog Poop Issue

Move to: Put an additional sign on the side of Judy Connolly's house and move the other sign to where it is needed. \$150.00 maximum budget. Genus will execute.

Moved by: Lewis Jackson
Seconded: Kevin Beekman
For: All
Against: None
MOTION PASSED

2. Lenox Place HOA Website – Lewis presented three website development cost estimates and additional information regarding other local HOA's web presence. He recommended that we acquire the domain name "lenoxplace.org".

Move to: Move to acquire lenoxplace.org and develop a HOA website with a \$208.00 maximum set-up budget. The website will be self-developed and managed using Microsoft Office Live and will not contain any private homeowner/resident information.

Moved by: Kevin Beekman
Seconded: Lewis Jackson
For: All
Against: None
MOTION PASSED

3. Annual Church Donation

Move to: Donate \$400.0 to Beverly Hills United Methodist Church.

Moved by: Kevin Beekman

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

4. Annual Landscape Contractor Bonus

Move to: Provide a \$100 holiday bonus for Les Lee for landscape related services provided.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

5. ARC Variance Requests

Move to: Approve Storm Door request for 3832 Courtland Circle with brass handles.

Moved by: Kevin Beekman

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

Move to: Approve vinyl siding on chimney and like-for-like roof replacement at 3830 and 3832

Moved by: Kevin Beekman

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Move to: Formally approve 4904 Charles previous approval given via e-mail for white window exterior replacement.

Moved by: Kevin Beekman

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

6. 2010 Annual Operating Budget – Having been newly elected to the Board, Lewis expressed reservations about approving the 2010 budget without fully discussing how the budget was developed. Essentially, he needed assurances that the proposed budget was flexible enough to absorb unforeseen and unbudgeted expenses in the \$10,000 range without needing to raise member fees.

Move to: Accept the Proposed budget for 2010 presented by Genus

Moved by: Kevin Beekman

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

7. Adjourn

Move to: Adjourn at 10:00 p.m.

Move by: Kevin Beekman

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Minutes prepared by: Melissa Russell - Secretary

Minutes were approved by the Board of Directors on January 25, 2010

Submitted by: Melissa Russell - Secretary