

LENOX PLACE SUNNYSIDE

Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, December 19, 2016

CALL TO ORDER

The meeting was called to order at 6:34 p.m. by Margo Gorra-Stockman (via Face Time), President, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

BOARD MEETING ATTENDANCE:

Margo Gorra-Stockman, President – Present by
Face Time
Jim Rorke, Vice President
Mark Makary – member at large
Bella Vulchanova, Treasurer

Heather Herndon, Secretary
Elizabeth Stulga – Capitol Property Management
Lewis Jackson - Homeowner
Sgt. Jose Garcia – Community Officer

New Management representative – Elizabeth Stulga is the replacement manager for Billy Omohondro. Elizabeth can be reached at 703-707-6404, email: estulga@capitolcorp.com.

Homeowners can bring issues that need to be escalated to the Board to Elizabeth. Homeowners should bring items to Elizabeth first so that she can assist during the month between Board meetings. During the monthly board meetings homeowners have five minutes to discuss any issues, once the open business meeting begins the homeowners should listen while the Board conducts the business.

OPEN FORUM - 5 minutes per household

Homeowners:

Lewis Jackson – brought the following issues to the Board: Light issues on West Glebe road continue, boarded up window on upper Charles Avenue, allocation of the budget – the money allocated to the replacement Reserves is above the amount recommended in the 2012 Reserve Study, could be used elsewhere (operating reserves), the current budget is putting money where it will not help the bottom line.

COMMUNITY OFFICER

Sgt. Jose Garcia, Alexandria Police Department gave a report on all activity in the area.

Ratification of items taken outside of the meeting.

2017 Budget cover letter:

By email on 11/29/16, 10:48 pm Margo motioned that we approve the revised budget letter for the 2017 Budget to be sent out this Thursday (12/1/16).

Motion, as amended, passed by majority.

2017 Budget and cover letter:

By email 11/30/16 at 10:55 am Margo motioned to accept the attached version of the 2017 budget and accompanying letter.

Motion passed by majority.

Snow Contract

By email on 11/18/16 at 2:29 pm Heather moved that we accept the VCI snow contract for a two year period (2017 to 2018), to take advantage of the two year contract prices, with the Lenox Place at Sunnyside snow removal map shared with VCI to show the sidewalks and streets to be cleared.

Motion passed by majority.

Approved Meeting Minutes

The November minutes were approved, as amended.

FINANCIAL REPORT – Stulga /Vulchanova

Elizabeth and Bella discussed the current financial report. Elizabeth will look into additional CD rates.

COMMITTEE REPORTS

- A. Landscape Committee – Jim Rorke – no report
- B. Architectural Review Committee – Margo Gorra-Stockman
 - a. Ten requests have been submitted, Nick and committee met, reviewed, and approved items, then forwarded to Capitol Management for response letters to be recorded and sent. Determination letters were sent out to the requesting homeowners.
 - b. ARC meeting minutes will be posted on a new page on the LenoxPlace.org website
- C. Parking – Jim Rorke
 - c. New parking passes are available, send in request to Capitol Management (form was mailed)
 - d. New parking passes will begin January 15, 2017 and be in effect for two years
- D. Community Relations - Bella Vulchanova
 - e. No Chair currently, Dianne Adelberg will be asked to serve in this role.
- E. Budget Committee – Bella Vulchanova
 - f. Committee was not happy with the monthly assessment increase, but glad that the Board had listened to their input.

OLD BUSINESS

A. Special Assessment

a. Discussed the special assessment that was approved in November. Management has recommended delaying the assessment as the association finances are in good order. Reconsideration of the special assessment will be made after the current snow season.

B. Website 365

a. Management renewed the contract for one month. Bella and Elizabeth will review current licenses and continue payment.

C. Tree Work Performed

a. Tree work has been completed.

D. Reserve Study

a. Board members and management requested for information and answers to questions regarding the draft reserve study.

E. Coupon Books

a. Coupon books were mailed by Capitol.

F. Snow Contract

a. VCI cancelled the contract late on December 14, 2016. New Requests for Proposals are pending.

b. Elizabeth has sent out 10 RFPs, 8 have responded that they are fully booked for the upcoming season.

In the meantime Capitol will provide street plowing.

c. Discussion held regarding shoveling the sidewalks. This is the large portion of the snow removal expense and should be alleviated if possible.

G. Erosion Proposals

a. Jim will meet with company to review proposals.

NEW BUSINESS

A. Motions by email – improved process was discussed.

B. Discussed the expenditure of an excess of \$377 for National Night Out budget originally set at \$1200. The additional expenses were due to additional items that were discussed and approved by the board at the time, but had not been put into the monthly meeting minutes.

Jim moved to go into Executive Session at 9:14 pm, Heather seconded, motion passed unanimously

Mark motioned to leave Executive Session at 9:20 pm, Bella seconded, motion passed unanimously

Mark motioned to accept the discussion in Executive Session, Bella seconded, motion passed unanimously.

B. Triage system for prioritizing requests for changes in the community. Mark will combine the board discussion items and creating a merged list.

C. Ken Chadwick will provide the annual Board review in January.

ADJOURN

Margo moved, Mark seconded, motion passed unanimously to adjourn at 9:50 pm

Next Meeting – Monday, January 23, 2017, 6:30 pm at the Beverley Hills United Methodist Church,
Alexandria, Virginia 22305