

LENOX PLACE S U N N Y S I D E

Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, April 23, 2018

ATTENDANCE:

Margo Gorra-Stockman, President (2019)	Officer Garcia
Jim Rorke, Vice President (2020)	Officer Doug Woehlke
Bella Vulchanova, Treasurer (2018)	Resident - Dianne Adelberg
Jonathan Greger, Director (2018)	
Elizabeth Stulga, Capitol Property Management	

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Margo Gorra-Stockman, President, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

HOMEOWNER FORUM - *5 minutes per household*

- Dianne Adelberg: Reported a light flickering issue with a street light near 3913 Courtland Cir. Management surmised it was most likely a light sensor issue and took action to investigate further.

POLICE REPORT

Police officers Jose Garcia and Doug Woehlke provided the regular Police Report. Also again informed board of Project Lifesaver and police's availability to present this to Board and community if desired.

Additional discussion was held on proper notification of improperly parked commercial vehicles on public streets. Officers instruct residents to contact police non emergency numbers to report.

Margo asked who to contact regarding faded fire lane signage. Elizabeth stated she had replacement signs available. Elizabeth to be notified of what signs need replacing.

Approval of Meeting Minutes

Margo moved to approve the March meeting minutes, as corrected. Seconded by Jonathan

Greger. The motion passed unanimously.

COMMITTEE REPORTS

- **Landscape Committee** – Jim Rorke

- a. Reviewed and discussed landscape non-contract proposal. Committee recommendations will be presented in new business. Conducted property walkabout with Palmers on April 5th, 2018.

- **Architectural Review Committee** – Margo Gorra-Stockman

2 approvals were provided:

- 3911 Courtland for french patio doors.
- 3904 Charles: Revised proposal for exterior lighting.

Looking to provide ARC forms in next newsletter. Long term would like to make it easier to find this info on the new site. Need to schedule annual inspections (if not already on annual schedule, double check). Tentatively scheduled for June 13th. Also need to verify that the ARC forms are available on the new website.

- **Parking** – Jim Rorke

Taking action item to review parking policy to bring it up to date and propose changes if necessary.

- **Community Relations** – Open

Dianne took inputs from Board about contents for upcoming newsletter: Requests from board included: Yard Sale May 19. Add note about signature page for declaration approval. Reminder for National Night Out scheduled for August 7. Also include a reminder of annual ARC inspections in June.

- **Budget Committee** – Bella Vulchanova

- a. No report

Ratification of Actions Outside Meeting

On April 12th, via email, Jim moved that LPAS hire an independent consultant arborist and re-evaluate the condition of the large red oak tree, located at 3903 Elbert Avenue and that the cost should not exceed \$250.00. This was seconded by Bella and passed unanimously.

Jim moved to ratify the April 12th arborist approval. Bella seconded. The motion passed unanimously.

Management Report

Elizabeth presented the management report, containing the following:

OLD BUSINESS

A. Mailbox Replacements on Elbert Ave

Mailboxes have been ordered, installation date TBD. Elizabeth will need volunteers to give out keys to neighbors on Elbert Avenue.

B. **Website** – The new website is live.

C. **3903 Elbert Tree**– An independent arborist was contracted to evaluate the large tree near 3903 Elbert Ave. A survey was provided that confirmed the tree is within the 3903 property line. The arborists report will be provided when complete. Scheduled for Wed, April 25th at 10:30am.

NEW BUSINESS

D. Palmers Non-Contract Landscape Proposal Discussion

Landscape Committee provided recommendations and rationale on each line item in the Palmers proposal. After discussion, there was agreement on the line items desired.

Jonathan moved to approve line items 1,2 (tickseed option), 3, 4,5,8,11, 12, 13, 14, 19,20,21,22 from the Palmers Landscape Proposal 185630001 for a total cost of \$2,500. A second provided by Jim, the motion passed unanimously.

Additional discussion was held regarding improving drainage in the community. Need to identify areas of property that need drainage improvements as per reserve study as well as residents noticing various areas of water pooling at various spots in the community. Board members to take first pass at identifying areas of improvement.

Elizabeth to have storm water management look at potentially clogged drainage pipes.

E. Yard Sale

Margo communicated that the Yard Sale date had been set for 5/19, and moved to set the yard sale budget not to exceed \$400, with no monies spent on print advertisements in local publications - only electronic. Jon seconded. The motion passed unanimously.

F. Audit Engagement Letter

The 2018/2019 Audit engagement letter was presented and reviewed. Bella asked how many total years we have been using the Goldkang audit company and inquired whether it makes sense to get an audit from a new firm if it has been over 5 years. Board members agreed that they needed more time to review. Board members agreed to re-visit this letter at the May Board of Directors meeting.

EXECUTIVE SESSION

Margo moved to go into executive session at 10:12pm to discuss delinquent accounts. The motion passed unanimously.

ADJOURN

Jim moved to come out of executive session at 10:17pm and adjourn the meeting. Margo seconded, the motion passed unanimously.

Margo moved and Jon seconded to adjourn. The motion passed unanimously at 10:25 pm.

Next Meeting will be Tuesday, May 29rd, 2018, 7:00 pm, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305