

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, February 24, 2020 – 7:00 pm

ATTENDANCE:

Frank Purcell, President (2021)
Saide Ashaboglu, Vice President (2021)
Jonathan Greger, Treasurer (2020)
Jim Rorke, Secretary (2020)
Joanelize Morales, Capitol Property Management

Robin Roberts, Resident

Eric Kempen, Recorder

CALL TO ORDER:

The meeting was called to order at 7:00 pm by President Frank Purcell at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

Purcell explained the objective of the Board is to support a beautiful, neighborly and safe community, and also read the eight standing rules that the Board requests everyone operate under:

1. We're neighbors and volunteers. Everyone treats one another with grace and respect.
2. One person at a time speaks.
3. Persons wishing to speak should raise a hand to be recognized by the chair, and will be recognized in order.
4. We ask questions to gain understanding.
5. We are engaged, respectful listeners.
6. We respect one another's valuable time by working according to our agenda, and by reflecting not repeating. If an item goes over time allotted, we ask permission from colleagues to reallocate future time.
7. We assume everyone has the best interests of our community at heart.
8. We strive to enjoy our work together.
9. Persons electronically recording the meeting please disclose in advance.

Member Forum:

Greger stated that on behalf of a neighbor, the area behind 507 Shorter Lane, near the entry wall, requires landscaping attention, as the area is barren. The issue will be referred to the Landscaping Committee.

Eric Kempen – the light post in the common area next to 3832 Elbert Avenue still does not work despite contractors working on it in early-mid June 2020. The issue was referred to management for action.

CONSENT AGENDA:

Purcell moved to accept and approve the items listed in the Consent Agenda en bloc as amended, including to:

- a. Motion to accept minutes of the Board meeting of Monday, November 25, 2019
- b. Motion to accept minutes of the Board meeting of Monday, January 27, 2020
- c. Motion to name resident Robin Roberts to the LPAS HOA Board of Directors, filling a vacancy for the term concluding at the Annual Meeting September 2022 (statement of candidacy provided)
- d. Motion to assign resident Glenn Chambers to the Architectural Review Committee (ARC) (statement of candidacy provided)
- e. Motion to assign resident Pamela Roberts to the Landscaping Committee
- f. Motion to approve the 1st of 6 LPAS resident email newsletters for publication February 2020 (newsletter attached)
- g. Motion to validate the within-budget expenditure of less than \$300 made within management authority to enroll LPAS as a member of Community Associations Institute (CAI) so that members and the Board may benefit from its professional and industry resources and services
- h. Management report
- i. Treasurer's report (November 2019 and January 2020)
- j. Landscape committee meeting minutes (attached)

Rorke requested to consider each Consent Agenda item individually, which was granted consistent with procedure for a Consent Agenda.

Item A

Purcell moved to accept item A. Ashaboglu seconded the motion. The motion was adopted 2-1 with Purcell and Ashaboglu voting aye, Rorke voting nay, and Greger abstaining.

Item B

Purcell moved to accept item B. Ashaboglu seconded the motion, which was adopted unanimously.

Item C

Purcell moved to adopt item C. Ashaboglu seconded the motion, which was adopted unanimously.

Item D

Greger moved to adopt item D. Ashaboglu seconded the motion, which was adopted unanimously.

Item E

Rorke moved to adopt item E. Ashaboglu seconded the motion, which was adopted unanimously.

Item F

Greger moved to accept item F. Ashaboglu seconded the motion. The motion was adopted 3-1 with Greger, Purcell, and Ashaboglu voting aye, and Rorke voting nay.

Item G

Greger moved to accept item G as amended. The new motion read, "Motion to approve the within-budget expenditure of less than \$300 made within management authority to enroll LPAS as a member of Community Associations Institute (CAI) so that members and the Board may benefit from its professional and industry resources and services." Ashaboglu seconded the motion. The motion was adopted 3-1 with Greger, Purcell, and Ashaboglu voting aye, and Rorke voting nay.

Item H

Greger stated LPAS had expenditures for the irrigation system winterization, but it should have already been covered and paid under the existing contract. Management committed to review and report findings.

Greger sought confirmation LPAS made a 2019 contribution to its host facility as budgeted. Management committed to review and report findings.

Ashaboglu moved to accept item H. Greger seconded the motion, which was adopted unanimously.

Item I

Ashaboglu moved to accept item I. Greger seconded the motion, which was adopted unanimously.

Item J

Rorke moved to accept item J. Greger seconded the motion, which was adopted unanimously.

NEW BUSINESS

Landscaping Maintenance and Drainage Projects Discussion

Purcell stated the Board has been evaluating and seeking vendor bids for comprehensive drainage projects on the property to include the drainage behind the properties on the northeastern-most reach of Charles Avenue. Management has received one additional bid and expects to receive another bid soon, which will bring the total bids to three.

Ashaboglu stated that given the project scope, she believes the Board should request professionals assist the Board in determining which bid is the best for its consideration.

Purcell moved to authorize the expenditure of up to \$5,000 from the LPAS replacement reserves for the services of a consulting engineer to support evaluation of bids and presenting the Board a recommendation. Greger seconded the motion, which was adopted unanimously.

Proposed Civility Pledge

Purcell stated the proposed Community Civility Pledge, an initiative of the Community Associations Institute (CAI) to which LPAS belongs, establishes standards for how Board and community members treat each other and how the Board engages with the community. It is intended to promote civility in local governance and help improve community and communication among members. As CAI recommends, LPAS would post the pledge and collect community comment, and consider adopting it in a future Board meeting.

Greger moved to obtain LPAS member comment on the proposed community civility pledge so that the Board may consider it further in April 2020. Ashaboglu seconded the motion, which was adopted unanimously.

Operational Status Items Review

Greger stated the Board still needs to examine the security of switch boxes for LPAS lights.

Purcell is scheduling a community walkthrough with management to document the switchbox issue and common property conditions.

Resolving into Executive Session

Purcell moved to resolve the Board into Executive Session for the purposes of evaluating overdue balances, assigning outreach to educate members about declaration revisions, and consider legal matters. Ashaboglu seconded the motion, which was adopted unanimously. The Board resolved into Executive Session at 8:06 pm.

Reporting Executive Session items into Open Session

Purcell moved to resolve the Board into Open Session. Ashaboglu seconded the motion, which was adopted unanimously. The Board resolved into Open Session at 8:16 pm. During Executive Session, the Board evaluated overdue balances, assigned outreach to educate members about declaration revisions, and considered legal matters.

Continuation of Community Forum

Residents Kempen and Roberts had nothing additional to discuss.

Next Board Meeting

Ashaboglu moved to reschedule the next Board meeting from Monday, March 23, 2020, to March 30, 2020. Rorke seconded the motion, which was adopted unanimously.

The date change will be posted on the LPAS website.

ADJOURN

Purcell moved to adjourn the evening's meeting, and Ashaboglu seconded the motion. The motion was adopted unanimously and the meeting was adjourned at **8:20** pm. The next meeting of the Lenox Place Board of Directors will take place on Monday, March 30, 2020.