

Lenox Place at Sunnyside Homeowners Association, Inc.

Board of Directors - Month Meeting

April 24th, 2024; 7:00 pm

Virtual Meeting via Zoom

Attendance

Jim Rorke, President (2023-24)
Kelly Chambers, V.P. (2023-24)
Curt Robinson, Treasurer (2023-24)
Sherwin Lee, Secretary (2023-24)
Marie DiRocco, Member at-large (2023-24)

Residents

Lynn Smith
Elizabeth Harling
Maureen Perkins
Special Guest
Sgt. Jamie Gernatt(ACPD)

Management

Sheila McMullan (CPM)

I. Call to Order

Board President, Jim Rorke called the meeting to order at 7:03pm.

II. Police Report

Sgt. Gernatt provided an update/report to the Board of calls for service and crime activity in the Arlandria area. Service calls within Lenox Place over the reporting period, two. Both vehicles were left unlocked. He reminded everyone in attendance to lock vehicles and to not leave valuables in plain sight/view.

III. Resident Forum

Lynn Smith was in attendance to discuss her HOA resident account. This matter will be discussed in Executive session.

IV. Approval of Meeting Minutes

Curt Robinson motioned to approve the March 27th minutes as presented, seconded by Jim Rorke. The minutes were approved by vote: 4 (yes), 1 (abstention).

Committee Reports:

Financial Report: Curt motioned to move **\$9,366.00 from the John Marshall checking account to the Morgan Stanley interest bearing ladder savings account, seconded by Kelly Chambers.** Vote: Unanimous, motion carried.

Landscape: Kelly stated that there is nothing to report. There are still items that will go out to bid for proposals.

Old Business:

ARC: There was a discussion regarding recommendations presented by the committee as listed below.

1. Appendix C (Updated) - ARC Replacement Specifications Summary – Final 3.9.24

Updated to include new decking column and clarifications in some other areas within the chart.

2. Appendix F (Updated) – House Numbers and Exterior Light Specifications – Final 3.9.24

updated to include more details and clarifications.

3. Appendix K – Balconies- Decks and Railing Specifications – Final- 3.9.24 – entirely new section to add to the ARC guidelines as there was a gap as these were not defined.

4. LPAS-ARC- Home Inspection Checklist – Final 3.9.24 – ARC revised checklist from original that CPM uses for LPAS neighborhood walks to collect violations. This service is outsourced to a contractor, so we want to ensure CPM provides the subcontractor with the ARC guidelines to ensure the violations are correct. Also, the ARC committee would like to discuss the violation process and the option to either participate in the walk around inspection with the subcontractor or to review the violations captured before they are sent out to audit for accuracy. Further discussion took place regarding home inspection violation checklist and recommendations. The Board agreed to the committee's recommendation(s).

Motion made by Kelly to approve Appendix C & F. Seconded by Jim. Vote was unanimous. Motion carried.

5. Fencing – Kelly mentioned that we need to choose a contractor and move forward with the fencing project.

V. Old Business

SM reported that Auto Debit is still on hold. CPM accounting are meeting with bank to transfer our accounts if necessary to avoid ACH fees.

VI. New Business

- **Landscape Contract:** A discussion regarding a new landscaping contract. Proposals will be e-mailed to the Board for further review and possibly an e-mail vote can be ratified before the May monthly meeting?

- **Electronic Board & Committee Meetings Resolution:** This resolution was discussed. No vote taken, will be on the May meeting agenda.

- **Curb your Dog Signage:** Signposts are rotted, management to replace posts (2).

- **Irrigation:** Management reported that we are on schedule to start and test the system. Management follow-up.

- **Fencing:** A discussion about tree work and other preparations ensued regarding fence replacement. The proposal from Peter's landscape included tree work, fencing and retaining walls. This proposal was the primary topic of the discussion. (Kelly's input regarding trees and Sheila to acquire additional bids on retaining walls and trees – discussion). It was requested that more proposals would be needed before any decision is made to replace the fencing.

VII. Executive Session

Kelly motioned to go into Executive Session (**8:53pm**), seconded by Curt. Unanimous approval.

Sherwin motioned to exit Executive Session (**9:23pm**), seconded by Curt. Unanimous approval.

Discussion:

1- Aged owner balances & lates fees

Curt motioned to waive March and April late fees for the account discussed and request payment for overdue HOA monthly assessments, seconded by Jim. Vote: Unanimous, motion carried.

VIII. Adjournment

Kelly motioned to adjourn at **9:27pm**, seconded by Curt. Vote: Unanimous