

# LENOX PLACE SUNNYSIDE

Homeowners Association, Inc.  
Board of Directors Meeting Minutes  
Monday, November 14, 2016

## CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Margo Gorra-Stockman, President, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

## BOARD MEETING ATTENDANCE:

Margo Gorra-Stockman, President  
Jim Rorke, Vice President (6:40)  
Mark Makary – Member at Large  
Bella Vulchanova, Treasurer

Heather Herndon, Secretary  
Lewis Jackson – Owner  
Annette Gillis – Owner

## Ratification of items taken outside of the meeting.

The following motions were not included in previous monthly meeting minutes but are provided here for clarity of the record.

### Yard Sale

By email on 4/3/16, 2:16 pm Margo motioned to have this year's yard sale on Saturday May 21st, with rain date Sunday May 22nd. Advertising and related expenses are not to exceed \$300.

*Motion passed unanimously.*

### To record the \$58.87 over budget spent on the yard sale:

By email on 9/28/16, 9:33 pm Jim moved that we approve \$58.87 for the 2016 Lenox HOA Yard Sale expenditures, that exceeded the original motion of \$300.00, due to rain date postponement and re-advertising expenses.

*Motion passed by majority.*

### Create Budget Committee:

By email 9/29/16 Bella motioned to form the LPAS Budget Committee.

*Motion passed by majority.*

### Budget committee – Greger, Gunta, Roberts, Wismer:

By email on 10/18/16, 11:57 am Bella motioned that Jon Greger, Allison Gunta, and Pam Roberts be added to the newly formed Budget committee.

Mark added Ryan Wismer to the motion – 10/18/16, 12:59 pm

*Motion, as amended, passed by majority.*

**Attorney usage**

By email on 10/21/16, 4:36 pm Mark motioned that as a general rule moving forward, anytime we are about to use the attorney in a way that will be an added expense, we must first vote and that in the vote we consider 1) an estimate of additional time and 2) cost in this expenditure, given the current fragile state of our budget.

*Motion did not pass.*

**Budget committee – Ryan Wismer and Jennifer Dodson**

By email on 10/22/16, 11:55 am Mark moved for Ryan Wismer and Jennifer Dodson to be added to the budget committee ( I thought I motioned for Ryan before but saw that he was not added and can't recall where the vote was left).

*Motion passed by majority (note that Ryan Wismer was already voted yes on 10/18/16).*

**Landscape Committee – Alison Gunta**

By email on 10/30/16, 8:58 pm Jim moved that we accept Alison Gunta for membership on the landscape committee.

*Motion passed by majority.*

**OPEN FORUM - 5 minutes per household**

At 6:50 pm the meeting temporarily adjourned and relocated to 3911 Elbert Avenue and resumed at 7:20 pm.

**Homeowners:**

**Lewis Jackson** – questioned the Reserve Study and the impact on the budget, the expense impacts on the current budget, National Night Out budget, the garage sale budget overage, and the approval process for money being spent. He also discussed the need for a special assessment.

**Annette Gillis** — No comments

**Approved Meeting Minutes**

By email, 11/20/2016, 10:56 am Heather moved to accept the October 24, 2016 meeting minutes, as amended.

*Motion passed by majority.*

**FINANCIAL REPORT – Omohundro /Vulchanova**

Billy and Bella discussed the monthly financial report.

**COMMITTEE REPORTS**

A. **Landscape Committee – Jim Rorke**

- o Annette Gillis, representing landscape committee, which looked at Palmer’s proposals

- o Landscape committee recommends approving items that they believe would have positive impact on property values.

*Jim moved to defer all of the current Palmers proposals until next year except for the warranty items due to financial issues in the current year, motion passed unanimously.*

- B. **Architectural Review Committee** – Margo Gorra-Stockman– No Report
- C. **Parking** – Jim Rorke

*Jim moved to send information that the current parking pass will be extended until December 31, 2016, new parking pass request will also be sent out for the new parking passes to be effective for two years (2017 and 2018), motion passed unanimously.*

- D. **Community Relations** - Bella Vulchanova – No Report

## **OLD BUSINESS**

### **A. 2017 Budget**

A. The newly formed Budget Committee has met twice and has the following recommendations for the 2017 Budget:

- a. Snow budget should increase by at least \$2,000
- b. Irrigation and expenses should be broken out from landscaping
- c. Meeting vs social events need to be listed on separate line items
- d. Legal expenses need to be separated to show the costs for ongoing HOA Declaration expenses.
- e. Miscellaneous Admin fees should be removed

B. The proposal sent from Billy, used 3% inflation and 5 year averages for baseline projections

*Margo motioned to raise the maximum assessment amount allowed by 10%, not to exceed \$1320, motion passed unanimously.*

Board discussed the recommendations from the Budget Committee as well as those from homeowner. Additionally, it was noted that the monthly assessments were not increased with inflation each year in the past, which **contributed** to the deficit that needs to be addressed.

The Board felt that a one-time special assessment along with monthly dues increase within the allowable amount, would be the best first phase to address the overall deficit. The Board will continue to monitor the overall finances in 2017.

*Bella motioned to have a special assessment in the amount of \$250 to offset the 2016 snow bills negative variance, additionally, increasing the monthly assessment by 7% to a total of \$107.00 per month, motion passed unanimously.*

**B. Landscaping Proposals**

- a. Discussed above.

**C. Erosion Proposals**

- a. Tabled to discuss in greater detail at a future meeting.

**NEW BUSINESS**

**A. Tree Removal Proposal**

- a. *Heather motioned to accept the tree trimming and dead tree removal proposals from JL Tree Services Inc, Remove items #3, 17, 22, 23 - \$1075, accept remaining items for a total of \$5125, remaining within budget, motion passed unanimously.*

**B. Parking Permits**

- a. Discussed above.

**C. Snow Removal Contract**

- a. Two snow proposals were forwarded by Billy. VCI – was the company used in 2015.
- b. *Jim moved to accept VCI proposals with the following changes to the contract:*
  - i. *commence with initial snow of 3 inches (as measured at Reagan National Airport) or upon phone call from Board,*
  - ii. *under blizzard conditions the workers will not continue through the night and will not remain on site,*
  - iii. *Snow blowers will be used as much as possible, hand shoveling only as necessary.*
  - iv. *Motion passed by majority.*

**ADJOURN**

*Heather moved, motion passed unanimously to adjourn at 10:25 pm*

Next Meeting – Monday, December 19, 2016, 6:30 pm at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305