

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
April 22 , 2019 – 7:00 pm

ATTENDANCE

Margo Gorra-Stockman, President (2019), remotely
Frank Purcell, Vice President (2021)
Saide Ashaboglu, Secretary (2021)
Jon Greger, Treasurer (2020)
James Rorke, Member at Large (2020)
Elizabeth Stulga, Capitol Property Management
Annette Gillis, Resident

CALL TO ORDER

The meeting was called to order at 7:06 pm by Frank Purcell at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

HOMEOWNER FORUM

Nothing to discuss by homeowners.

POLICE REPORT

There is no police report for April and no police officers present in person.

Approval of Meeting Minutes

Minutes from the meeting of March 2019 were presented.

Motion by Margo Gorra-Stockman to approve the minutes of Mar. 25, as submitted.

Second by Jim Rorke. Approved unanimously.

COMMITTEE REPORTS

- **Landscape Committee** – James Rorke

The Committee met on April 18, 2019 for the walkabout. Anna, Pam, Jim and Annette attended. The committee came up with a short list of recommendations.

The proposal (The total of all 6 recommended items is \$1,098.00)

Motion by Frank Purcell to approve the recommended within CO#3135912 to be executed for landscaping purposes. Saide Ashaboglu seconds, the recommendations were approved unanimously.

The Board discussed sharing a schedule on general landscaping to share with the residents.

The Board discussed the bushes along the fence at West Glebe west of the Elbert St. entrance to be trimmed, LandCare will be trimming them in the near future.

The Board plans to create a survey to gather information about the needs and requests people have around LandCare's work and the community property.

This was due to invoicing not being shared in a timely manner by LandCare, which resulted in the landscaping budget looking lower than reality.

Motion by Jim Rorke to approve the recommended items in CO#3135912 to be executed for landscaping purposes. Frank Purcell seconds, the recommendations were approved unanimously.

The Board to schedule an arborist to come to look at the community and submit a proposal for tree trimming in the next two weeks. The survey aforementioned will also integrate questions about tree trimming in HOA property areas.

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

No approvals or submissions in the month of April occurred. There might be additional enhancements to a property on Elbert Avenue, but the request has not yet been submitted. Once submitted it will be reviewed.

Open community meeting will be scheduled in the near-future to discuss ARC protocols and processes.

- **Parking – Frank Purcell**

Only updates that have been made have been 3 more citations since the March meeting minutes. There were a few no hang-tags and one with an outdated hang-tag. All vehicles moved promptly after being cited.

Management to share up to date approvals and registrations from hang-tags

- **Community Relations – Open**

National Night Out is coming up in August (6th), and the Board authorized management to extend a proposal to the caterer who served in 2018. The Board will need to recruit a resident to oversee and chair the event.

Management to send an email to gather volunteers to chair the event. The Board will also place a note on Facebook about this.

The Yard Sale will be in June based on availability.

- **Budget Committee – Open**

No report

Management Report

- Year to date there is a \$35 operating income.
- Snow contract shows a negative variance of \$1,500. YTD spent is \$4,825
- Exterior maintenance shows a positive variance of \$1,565
- Landscape non contract shows a negative variance of \$6,981
- Tree maintenance shows a positive variance of \$1,250
- Income tax federal and state shows a negative variance of \$3,662 as taxes were prepaid

Non ratification actions outside of the meeting have occurred.

OLD BUSINESS

- Landscaping was approved and completed
- Snow removal was conducted in Jan, with a cost of \$4,815
- Parking concerns continue to be addressed
- Fire lane signs were installed
- Power washing has been scheduled and has begun (end of April)
- Walk through has been complete with LandCare
- Several resales were completed and more are coming in

With respect to the declarations, there was discussion of a communications plan to reach owners in and out of the community. Individual board members will take on assignments to reach out to residents via email and phone to talk them through the declarations and follow up on education and signing. For locals in the community, the possibility of an evening tea event in June was discussed.

There was discussion of maintaining the metal fences on the property perimeter. Management has two proposals for painting and maintenance of fences around the community, will receive a third. There will be a fourth proposal submitted for this work from someone who lives in the community.

The Board will also be scheduling a drainage walk about to address irrigation issues within the community. The walkthrough will be planned for the week of May 13, 2019.

NEW BUSINESS

The May meeting has been moved to May 20th, 2019 and has been posted on the website for residents.

Frank Purcell moved to move to executive session at 8:17 pm for the purpose of evaluating aged balances. Saide Ashaboglu seconded. Vote was unanimous.

Frank Purcell moved to end executive session at 8:25 pm. Saide Ashaboglu seconded.

The executive session reviewed aged balances. The waiver for a late fee was approved by the board (see executive session notes for details).

ADJOURN

Frank Purcell moved to adjourn at 8:40 pm. Saide Ashaboglu seconded. Motion passed unanimously.

Next Meeting is at 7:00 pm, Mon., May 20, 2019, at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.