

LFCA Board meeting minutes – October 14, 2021

Board members present: Sam Packer, Susan Hufsmith, Betsy Lauer, Al Brooks, Ken Koneitzko, Wes Cox, Stephanie Geiger, Nancy Thompson

1. The meeting was called to order at 8:00pm via zoom.
2. The September 2021 Board Minutes were approved with edits.
3. **Trail Repairs:** Sam reported that he understands the needed repairs to the trail and gully behind Cervantes Ct. have been completed. He will confirm whether Premium is finished there, and whether they have submitted the invoice for this work.
4. **Treasurer's Report:** Wes submitted the monthly Treasurer's statement. Our year-to-date expenses (\$12,505.98) are currently below our 2021 budget (\$21,810). However, tree expenses will continue through the final quarter, and annual expenses such as insurance and community events costs have yet to be posted. In response to a question, Wes explained that Reserves are set aside each year and carry over to help LFCA pay for nonrecurring expenses, such as trail maintenance which in recent years totaled \$60,000-\$80,000 in replacement costs. A new budget for 2022 will be prepared and voted on by the Board in December.
5. **ARC:** Al has received a request from the homeowner at 9121 Fisherman's Lane for a 4.5-foot fence. The request will be approved if it is within the permitted property lines. He will ask for confirmation, or a sketch, to complete the approval process. Stephanie asked whether our governing documents require a specified time to respond to homeowner requests. If not, the Board would consider a 5-business day response period. Al will check the governing documents. He also proposed adding a requirement that homeowners must provide an email address to ensure a timely reply. Al will check with Gerhard to ensure all necessary corrections to the ARC page and ARC documents have all been made.
6. **Community Event/Halloween Parade:** Susan reported that publicity for the 10/31 parade included a flyer created by Stephanie which was distributed at all local FCPS bus stops, updated information on the HOA message board, and announcements on our Facebook page and in NextDoor. As part of this event, the HOA will collect email addresses from homeowners to update our current list and to help publicize future community events. The parade will take place along Octavia Court, from 3:30-5:00pm, and will include a costume contest and treat bags for all participants. Prizes for winning costumes will be paid for by individual donors. Board members will be needed to manage traffic intersections, guide the parade, collect emails and assign numbers to participants. Treat bags will be prepared on 10/29 at Stephanie's house. A house decoration contest has been added to this event, and winners will be chosen by 10/27. Signs announcing the winners will be placed at the houses by 10/31. An HOA member will volunteer his time to photograph the parade.
7. **Newsletter:** Sam asked the Board for topics to include in the winter 2022 LFCA Newsletter. He will do a letter from the President, Al will discuss the ARC, and Dave will address the concern for invasive English ivy. Survey results regarding the failed proposal to increase fence height will also be addressed in the Newsletter. Pictures from the Halloween parade and any other planned community events will be included.
8. **New Proposals:** Stephanie asked about increasing the security of our LFCA webpage. She will follow up with Gerhard on this issue. Stephanie also proposed drafting a survey for the community to help assess the interest in future community events and determine planning of future activities. The survey will be circulated to the Board for comments, and once approved, will be sent to homeowner email accounts in early November. Finally, Stephanie would like the Board to consider an electronic file system to help archive LFCA documents using free,

downloadable programs. More information on these proposals will be provided at the November Board Meeting.

Meeting adjourned at 9:05 pm.