

DRAFT

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
ANNUAL MEETING MINUTES
Fairlington Community Center
November 2, 2016

ATTENDEES: Jay Yianilos (President), Thora Stanwood (Vice President), Maynard Dixon (Treasurer), Bill Worsley (Secretary), Lee Henry (At-Large Member), Candace Lewis (Cardinal Management), and approximately 16 co-owners.

CALL TO ORDER AND INTRODUCTION OF THE BOARD

The president called the meeting to order at 7:05 p.m. It was established that a quorum (43%) defined as at least 25%, was present by proxy, electronic vote and in person. The Board was introduced.

APPOINTMENT OF THE PARLIAMENTARIAN

The treasurer was appointed parliamentarian. Robert's Rules of Order would be followed.

PROOF OF NOTICE OF MEETING

The president reported that the notice of the annual meeting of the Fairlington Glen Council of Co-Owners was mailed on or about October 4, 2016 to all co-owners of record in accordance with the Virginia Condominium Act.

SELECTION OF INSPECTORS OF THE ELECTION

Lori Derkay (court 12) and Matthew Riggs (court 1) were appointed Inspectors of the Election.

PRESIDENT'S REPORT

The president reported that the major projects of 2015 included:

- 1) Partial roof replacements in courts 9 and 10, which began in 2015, were completed in 2016.
- 2) The triple tennis courts were resurfaced and the single court received crack repair work.
- 3) The Board developed a new policy for residents who wish to hire private swim instructors to work at the pool.
- 4) The pool received a white coat treatment in the spring.
- 5) Pool furniture was refurbished and re-strapped.
- 6) We had two community parties at the swimming pool.
- 7) Phase 4 of buffer repair along Quaker Lane behind courts 1-4, involving removal of dead wood, was completed.
- 8) Cracks in the parking lot in court 8 were filled, and the lot was resealed and restriped. Courts 2, 3, 4, 11, 13, and 14 were also restriped.
- 9) Carpets in the B building common area hallways were professionally cleaned.
- 10) The exterior of buildings in our courts are repainted every four years, and this year the painters are completing work in courts 13 through 16.
- 11) A sewer pipe replacement project was completed in court 12.

- 12) The maintenance chair surveyed all 181 stoops in the Glen and identified the 26 worst that are in need of structural and foundation repairs. This project is just beginning today.
- 13) The Board approved a Premises Access License and final design checklist for Verizon FIOS to enable installation of FIOS to begin.
- 14) We celebrated our many great Glen volunteers at our fourth Volunteer Appreciation Night.
- 15) We survived a blizzard in January 2016, thanks to the efforts of our snow removal contractor and onsite crew who cleared our parking lots and sidewalks.
- 16) We celebrated Nelson Ordonez's 20th anniversary as a Fairlington Glen employee.
- 17) We welcomed Candace Lewis as our new property manager from Cardinal Management Group, following the departure of Karen Conroy and the interim substitution of Terry McGuire.
- 18) We were selected as first runner-up for the Community Association of the Year from the Community Associations Institute, and this year we are submitting another entry.

Planned projects for 2017 include:

- 1) Partial roof replacements in courts 8 and 12
- 2) Renovations of front stoops and tuckpointing
- 3) Painting courts 1-4
- 4) Sidewalk repairs
- 5) Planning for 2018 reserve study

Candace Lewis of Cardinal Management was introduced as our Management Agent and Maria Castro and Nelson Ordonez were cited as our on-site staff.

2017 BUDGET PRESENTATION

The treasurer summarized the Board's proposed budget for 2017 and explained why he believes the Glen should continue its progress toward fully funded reserves.

FIOS PRESENTATION

The at-large member reviewed the progress of Verizon's planned installation of FIOS in the Glen.

PRESENTATION OF BOARD CANDIDATES

The president introduced the candidate for the vacant board position: Thora Stanwood (court 2). Paul Coelus (court 11) was nominated from the floor but declined the nomination.

VOTE ON 2017 BUDGET, CANDIDATES and 2015 MINUTES

The ballots were collected and the Inspectors of the Election retired to the corridor to count ballots.

COMMITTEE REPORTS

No reports from the committee chairs were made. The president thanked the many volunteers who served as committee members, assisted with special projects, provided advice and supported the Glen in many ways.

OLD BUSINESS

None.

NEW BUSINESS

The Annual Glen Water Conservation Award was presented to court 5.

Testing of dry cleaning chemicals in the ground water will be done in courts 1 and 13, and possibly 14. There will be a meeting to discuss the testing with representatives of ECS Mid-Atlantic and the Virginia Department of Environmental Quality at 7 p.m. on November 10 at the community center.

There were no questions or comments submitted via the electronic votes.

VOTE ON THE 2017 BUDGET, CANDIDATES AND THE 2015 MINUTES

The president announced the results of the vote for the 2017 budget, board of directors and approval of the 2015 annual meeting minutes.

- 1) The 2017 budget was approved by a vote of 41% of the voting interest (93% of votes cast).
- 2) Thora Stanwood was elected to a three-year term on the board by a vote of 43% of the voting interest (97 % of votes cast).
- 3) The minutes of the 2015 annual meeting were approved by a vote of 44% of the voting interest (99% of votes cast).

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Bill Worsley
Secretary