

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
August 11, 2015 Board Minutes
Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Susan Hunchar (Vice President), Thora Stanwood (Secretary), Maynard Dixon (Treasurer), Laura Knapp Chadwick (At Large) arrived at 7:20pm, Karen Conroy (Cardinal Management).

CALL TO ORDER: The meeting was called to order by the president at 6:00pm.

EXECUTIVE SESSION:

8.11.15.01 Motion. Moved to go into executive session at 6:00pm to discuss the Glen property and casualty insurance program. Motion passed unanimously.

8.11.15.02 Motion. Moved to return to open session at 7:00pm. Motion passed unanimously.

RESIDENTS' FORUM –

Alan Bow (court 1) brought up the safety issue at the intersection of S. 36th Street and Quaker Lane. The intersection is under the jurisdiction of the City of Alexandria. Mr. Bow would like the board to reopen the issue with the City government. The president stated that he has been in contact with Bob Garbacz of the Department of Transportation and Environmental Services of Alexandria about the concern of Glen residents.

Len Funk and Olga Onishchenko (court 15) requested an update regarding the issue of outside paid swim instructors using our pool. The president stated that the board discussed the issue of liability and non-residents charging for swim lessons with the Glen's insurance agent. The secretary stated that she still had a few questions and was not comfortable making a decision until the questions were clarified. As there is only a month left in the pool season, she asked Mr. Funk to allow the board to establish a ruling that would be implemented at the start of the 2016 pool season. Mr. Funk agreed.

Roxanne Sykes (court 9) raised the issue of rotten wood being painted before being replaced in court 9. The president stated that two proposals have been submitted to repair the rotten wood noted in courts 9 through 12 which would be voted on by the board at this meeting.

Dennis Farrell, chairman of the pool committee – The treasurer advised him that (1) Pool Committee expenditures were getting close to the amount budgeted for 2015 and (2) the \$1,500 budgeted for pool equipment in 2015 should be contracted during this year because it will not carry over into 2016. The Treasurer offered to meet with Mr. Farrell to discuss the pool committee's budget.

APPROVAL OF THE MINUTES:

8.11.15.03 Motion. Moved to approve the minutes of the July 14, 2015 board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President -

8.11.15.04 Motion. Moved to appoint Dennis Farrell as pool committee chairman. Motion passed unanimously.

8.11.15.05 Motion. Moved to accept the insurance proposal presented in a package submitted by the Glen's insurance broker, USI Insurance Services, with premiums totaling \$68,894.02 and coverage effective September 24, 2015 through September 24, 2016. Motion passed unanimously.

The e-mail approval given by the board on July 29, 2015 to award a contract to NVM Paving & Concrete in the amount of \$6,900.00 for parking lot repairs in courts 1 and 10 was duly recorded.

The Glen Community Forum to discuss the 2016 budget is scheduled for Wednesday, September 9, 7:30pm, at the pool.

Vice President –

In response to her question about gutters and downspout maintenance, the Treasurer stated that REI is developing a plan to fold this maintenance, along with spot roof repair, into the existing 4-year preventive maintenance cycle for painting and carpentry, as was discussed a few months ago. Individual requests will continue to be handled as needed.

The management agent was requested to contact the woodworking company to get a quote for carpentry repairs to the trellis located near the entrance to the pool restrooms. This repair should be added to the contract covering wood replacement in courts 9 through 12 as it is not a reserve expenditure.

Arlington County is checking to see if the sprinklers at the circle are in working order.

Treasurer –

8.11.15.06 Motion. Moved to approve the Kolas Contracting Inc. proposal in the amount of \$11,850.00 for carpentry work in courts 9 thru 12, contingent upon any porch column base replacements being made of a material other than wood. Motion passed unanimously.

Funds were transferred from the Glen's Vanguard reserve account to the Glen's United Bank operating account in the amount of \$437,715.66 to allow the management company to pay invoices for reserve expenditures.

The following checks were given to the management agent for pool parties:

Non-private parties –

\$25 from Brian Boynton

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Pool Pass – \$5 from Victor Ignacio.

Secretary –

8.11.15.07 Motion. Moved to approve the Thrive tree pruning/removal proposal dated Aug. 6, 2015 in the amount of \$2,197.00. Motion passed unanimously.

8.11.15.08 Motion. Moved to approve the handbook updates as presented. Motion passed unanimously.

At Large – No report.

COMMITTEE REPORTS:

Landscape – Arlene de Strulle, Ann Marie Douglass, Connie Francis, and Roxanne Sykes were present to represent the landscape committee.

Arlene de Strulle presented the committee's report. The committee has questions regarding how it is to function and who it reports to. The vice president stated that the landscape committee charter was approved by the board on April 9, 2009. As there is no mention of the charter in the handbook, the committee requested that it be incorporated in it.

It was confirmed that the committee requests proposals for landscape enhancements that are voted upon by the board. Ann Marie Douglass mentioned that she has done some research on alternatives to chemical sprays on our lawns which she will present at a later date. It was confirmed that the chairman of the committee (yet to be determined) could communicate with the board between board meetings regarding ideas, problems, questions, etc.

MANAGEMENT REPORT:

8.11.15.09 Motion. Moved to approve a contract with NV Roofing in the amount of \$4,100.00 for chimney screen repairs at 25 locations throughout the Glen. Motion passed unanimously.

The management agent requested proposals for repairing front porch bricks and mortar.

EXECUTIVE SESSION:

8.11.15.09 Motion. Moved to go into executive session at 7:53pm to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

8.11.15.10 Motion. Moved to return to open session at 8:11pm. Motion passed unanimously.

8.11.15.11 Motion. Moved to turn accounts #3078 and #4015 over to legal for collection. Motion passed unanimously.

The appropriate court representatives will be asked to approach residents about violations #0119, #0120, #0121 and #0122.

ADJOURNMENT: The meeting was adjourned by the president at 8:58pm.

The next scheduled meeting of the board is Tuesday, September 8, 2015, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,

Thora Stanwood
Secretary