

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

August 9, 2016 Board Minutes

Fairlington Community Center

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

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

INSURANCE PRESENTATION:

Mr. Stephen Dickerson of USI Insurance Services presented the proposed insurance policy for the Glen for the 12 months beginning on September 24, 2016. The renewed policy will cost only \$85 more than the expiring policy, and it offers various enhancements.

8.9.16.01 Motion. Moved to approve the \$68,979 insurance contract as presented, which includes the Travelers package billed through USI and the separately-billed umbrella, directors & officers, and boiler & machinery policies. Motion approved unanimously.

RESIDENTS' FORUM:

No residents attended the meeting.

APPROVAL OF THE MINUTES:

8.9.16.02 Motion. Moved to approve the minutes of the July 12, 2016 board meeting. Motion passed unanimously.

COMMITTEE REPORTS:

No reports.

BOARD MEMBERS' REPORTS:

President --

The president gave the management agent an approved common use agreement for a POD to be placed for two days in the co-owner's parking space at 4109 S. 36th Street (court 4).

A "Board in Your Court" meeting will be held in court 13 in September, on a date to be determined.

The president will give a final list of chimney screens that need to be replaced to the management agent. Most of the screens are in courts 1-8.

A variance request for a rear egress window at 3583 S. Stafford, court 3, has been resubmitted. The variance was approved in 2012 under the condition that the co-owner sign a release agreement, but that agreement was never signed by the co-owner and the work was

never done. The president will ask the co-owner to sign the release agreement to activate the variance.

Vice President –

ECS has not done its next round of testing yet.

The vice president asked the management agent to notify the residents of courts 13-16 to trim back any patio trees near the buildings before the painting begins in September.

The vice president has finished the specifications for landscaping contract.

8.9.16.03 Motion. Moved to approve the specifications for the landscaping contract. Motion approved unanimously.

The vice president raised the question of how to plan for removal of four exceedingly large oak trees in close proximity to the buildings, which may be undermining the foundation. Each may cost about \$9,000 to remove. The treasurer opined that, in addition to the four large oak trees, consideration needs to be given to the two overgrown holly trees in courts 11 and 12.

Treasurer –

On August 3 the treasurer transferred \$59,533.49 from the Vanguard account to the Glen's operating checking account at United Bank to cover past and future reserve expenditures.

The treasurer gave the management agent the following funds: \$5 in cash from Robert McCarthy at 3611 S. Taylor Street for a replacement pool pass and two \$25 checks for pool parties, one from Noel Lopez and the other from Nicola F. Volkert.

To cover the Glen's 2015 operating loss, the treasurer proposed an accounting resolution.

8.9.16.04 Motion. Moved to approve the accounting resolution directing the management agent to reallocate \$18,267 from Account 25620 Contingency to Account 20410 Unappropriated Members Equity and to transfer the same amount from the Glen's contingency savings account at United Bank to its operating checking account at the same bank. Motion approved unanimously.

8.9.16.05 Motion. Moved to cancel the previously planned replacement of the rear portico at 4130 S. 36th Street in court 6 at the recommendation of Kolas Contracting, which inspected the portico and said replacement was unnecessary. Motion approved unanimously.

8.9.16.06 Motion. Motion to appoint the treasurer as the violations coordinator. Motion approved unanimously.

The treasurer withdrew a motion to approve an August 2, 2016 proposal from Dwyer to install a French drain in court 10, based on a majority consensus that this would not solve the problem. A new proposal to remedy drainage problems will be submitted by Environmental Enhancements.

A long section of curb along the sidewalk in court 14 is disintegrating. The treasurer asked the management agent to ask Dominion Paving to inspect the court, with board representatives attending, to give the board options to remedy the situation.

Treasurer will contact the pool committee chair to get an accounting of funds collected at the pool. In future, the board wants assurance that the caterer is licensed to sell food off-premises.

Secretary –

8.9.16.07 Motion. Motion to approve roofing and masonry specifications as provided by REI. Motion approved unanimously.

At Large –

The at-large member reported that Verizon has not countersigned the PAL agreement.

MANAGEMENT REPORT:

Candace Lewis will be transitioning to take over from Terry McGuire as the management agent on January 1, 2017.

EXECUTIVE SESSION:

8.9.16.08 Motion. Moved to go into executive session at 8:23 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

8.9.16.09 Motion. Moved to return to open session at 8:33 p.m. Motion passed unanimously.

8.9.16.10 Motion. Moved to turn account #2037 over to legal for collection. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the president at 8:38 p.m.

The next scheduled meeting of the board is Tuesday, September 13, 2016, at 6:45 p.m. in the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary