

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

December 13, 2011 Board Minutes

Held at the Fairlington Community Center

ATTENDEES

Ray Alexander (President), Amanda Deringer (Vice President), Jay Yianilos (Secretary), Maynard Dixon (Treasurer), Jonathan Rolbin (At Large), and Terry McGuire (Cardinal Management).

Glen Co-owners: Alison Burns Trimble, Court 15 and Will Smith, Court 9.

CALL TO ORDER

The meeting was called to order at 7:00pm by Ray Alexander.

Agenda Item 1: Residents' Forum

Alison Burns Trimble reported all but three trees from the Arlington County Tree Canopy program have been planted so far. She also noted that the City of Alexandria has updated its draft report on the Braddock-King-Quaker traffic intersection.

Will Smith addressed the Board about an issue at our triple tennis courts that he thinks will need attention in the spring. The far right corner of the courts along Court 1 and Quaker Lane is being undermined by water flow and needs to be shored up. Also, to counter moisture problems he advised covering the side edge of the court parallel to Quaker Lane with an impermeable paint. Terry will confer with Restoration Engineering, Inc. (REI), and Will Smith will participate in the discussions.

Agenda Item 2: President's Items

12.13.11.01 MOTION

Moved to approve the minutes of the November 9 meeting of the Board. Motion passed unanimously.

12.13.11.02 MOTION

Moved to approve a variance for kitchen renovation at 4341 S. 36th Street pending the signature of the variance coordinator and the ability of the contractor to secure the necessary permits. Motion passed unanimously.

The Board also acknowledged that we voted unanimously prior to our meeting to approve a variance for kitchen renovation and installation of French doors to the patio at 3513 S. Utah Street as recommended by the variance coordinator.

The Board clarified for residents that Fairlington Arbor has applied for a use permit from Arlington County for a comprehensive sign plan. The Arbor intends to replace its existing court signs as well as add signs for the Arbor office building, the pool access road, and County Code requirements for pets.

Our roofing contractors are coming this week to look at a possible roof/chimney leak at 3509-B S. Stafford Street. It's noted all roofing repair work will stop after December 15 and resume after the holidays.

Terry will meet with REI and our roofing contractor on December 15 to discuss drainage issues arising out of roofing work in Court 7 at 4200 S. 36th Street.

The 2012 calendar of Board dates and deadlines that Maynard has proposed will be finalized at next month's meeting.

A resident e-mailed the Board about what can be done to slow down the Metro buses on our streets. The Board suggested that residents file complaints with both Metro and the Arlington County Police Department (non-emergency).

Agenda Item 3: Treasurer's Report

The signature cards on our Capital One and Vanguard accounts have been changed. The signature cards for the Burke & Herbert account still need to be changed. The funds in the expired Capital One CD have been placed in two accounts, and \$100,000 of which earns 1.1% per annum and \$80,000 of which earns 0.6% per annum.

12.13.11.03 MOTION

Moved to authorize the Treasurer to consolidate the two Vanguard checking accounts into one single account. Motion passed unanimously.

12.13.11.04 MOTION

Moved to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion. Motion passed unanimously.

The Treasurer noted that a statutory reserve study needs to be done in 2013. Maynard will plan this out with Bill Worsley.

The Treasurer will contact the auditors about beginning the audit of our 2011 financials.

At the Treasurer's request, Terry will enquire about whether the Glen is owed, and, if so has been paid, a federal tax refund in light of the tax credit for employee health care expense.

Agenda Item 4: Management Report

Cardinal Management suggested a 4% staff salary increase for 2012, and the Board concurred unanimously. The Board also ratified payment of 80 hours pay for the purpose of the annual staff holiday bonus.

Payment remains withheld to our mailbox contractor pending the resolution of installation repairs.

Drainage work at 3519/3521 S. Stafford Street has been completed, and no further work is planned.

12.13.11.05 MOTION

Moved to approve a three-year trash removal contract with Capitol Services to cover the period from December 1, 2011 to November 30, 2014. The rate will be \$5,458.12 per month for the first year...December 1, 2011 to November 30, 2012. A 0% increase will apply for the second year (December 1, 2012 to November 30, 2013) and a 1% increase will apply for the third year (December 1, 2013 to November 30, 2014. Motion passed unanimously.

12.13.11.06 MOTION

Moved to approve the standard contract with Northern Virginia Maintenance (NVM) for parking lot snow removal. Motion passed unanimously.

12.13.11.07 MOTION

Moved that the Board go into closed session to discuss individual homeowner delinquencies and other legal matters. Motion passed unanimously. At Large member Jonathan Rolbin was not present during the closed session.

12.13.11.08 MOTION

Moved that the Board return to open session. Motion passed unanimously.

12.13.11.09 MOTION

Moved to send account 5016 to counsel and pursue a 10-day payment demand notice. Motion passed unanimously.

12.13.11.10 MOTION

Moved that management send written notice to co-owner at 3513-B S. Stafford Street to remove the patio tree currently encroaching 3513-A S. Stafford Street. We expect that the resulting stump will not interfere with the proper restoration of the common fence line. This work is to be completed by April 30, 2012. Motion passed 4-0 with one abstention (Mr. Rolbin).

The meeting was adjourned at 9:00pm.

The next scheduled meeting of the Board is Tuesday, January 10, 2012 at 7:00pm in the Fairlington Community Center.

Respectfully Submitted,

Jay Yianilos, Secretary

