

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

February 14, 2012 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: Catherine Wemette (Court 13), Scott Briscoe (Court 13), Alison Burns Trimble (Court 15) and Will Burns (Court 15).

CALL TO ORDER

The meeting was called to order at 7:10pm by Ray Alexander without Amanda Deringer or Terry McGuire being present. Both arrived shortly thereafter.

Agenda Item 1: Residents' Forum

Alison Burns Trimble asked the Board and its property manager to write a letter to the City of Alexandria's Transportation and Environmental Services director requesting that the city install the new traffic light at Taylor Street and the service road in front of the Bradlee Shopping Center now and ahead of the scheduled King-Quaker-Braddock interchange improvements. This light has apparently been funded by Safeway as part of their upcoming improvements. The Secretary will draft such a letter. She also reported that dogwoods and sweet bay magnolias will be planted in Court 15 through Arlington County's Tree Canopy program.

Catherine Wemette and Scott Briscoe addressed the Board regarding a cigarette smoking issue in the B-Building at 3520 S. Stafford Street. Terry will draft and send a letter to the A1 co-owner, who has already stipulated in the lease that tenants are to smoke outside, requesting that the tenants smoke away from the building.

The co-owner at 3513-B S. Stafford Street asked for the Board's assistance in gaining access to the patio at 3513-A S. Stafford Street for the purpose of enabling his contractor to remove a tree that encroaches that property. The Board informed the co-owner at 3513-B that the co-owner at 3513-A has agreed and that letters are being sent to both parties outlining individual responsibilities and specifying that Fairlington Glen will remove and replace the fence between the two properties.

Agenda Item 2: President's Items

02.14.12.01 MOTION

Moved to approve the minutes of the January 10, 2012 meeting of the Board as presented. Motion passed unanimously.

02.14.12.02 MOTION

Moved to approve a variance for replacement of the kitchen exterior door to match the style of the existing French doors at 4110 S. 36th Street. Motion passed unanimously.

02.14.12.03 MOTION

Moved to disapprove the claim by co-owners at 4200 S. 36th Street for reimbursement for water damage. Motion passed unanimously.

On February 7, 2012 our Court Representatives Group (CRG) met, and minutes of their meeting have been provided to the Board. At next month's meeting the Board will further discuss the CRG minutes.

Agenda Item 3: Treasurer's Report

The Treasurer closed the smaller Vanguard checking account and transferred the funds to the larger one.

The Treasurer sent the auditor (copies to the Board) a list of issues and concerns about the Glen's accounting system. He is scheduling a meeting with Allison Day, our auditor, to discuss.

The Treasurer had an introductory meeting with Restoration Engineering, Inc. (REI). The 2013 reserve study and the parking lot renovation schedule in the Capital Expenditures Plan were discussed.

The Treasurer reported that he is working on the 2013 budget.

02.14.12.04 MOTION

Moved to approve the 2012 roof replacement schedule as submitted in the Treasurer's Ongoing Capital Expenditure Plan and instruct REI to begin the bidding process. The roofs to be replaced in 2012 are in Court 5 (4118 and 4112-4116). The Treasurer noted that a roof will be replaced in Court 4 (4119-4123) but that this work was contracted but not begun in 2011. Motion passed unanimously.

Agenda Item 4: Management Report

Cardinal Management has no new information to report regarding manhole covers for drain basins between Courts 2 & 3, Courts 13 & 14 and Courts 15 & 16. Terry will follow up for next month's meeting.

We continue to withhold final payment to our B-Building mailbox contractor until all repairs are made and finalized. The contractor recognizes they still have more work to complete.

Regarding the issue of moss stains on some of the Glen's older roofs, Terry still needs to gather information on whether the cure will be cost effective in light of the amount expended and its effect on the useful lives of our roofs.

The Property Manager has provided staff work logs for December and January. The Board has requested that copies be made available each month.

02.14.12.05 MOTION

Moved that the Board go into closed session to discuss individual homeowner delinquencies and other legal matters. Motion passed unanimously.

02.14.12.06 MOTION

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

The meeting was adjourned at 8:42pm.

The next scheduled meeting of the Board is Tuesday, March 13, 2012 at 7:00pm in the Fairlington Community Center.

Respectfully Submitted,

Jay Yianilos, Secretary