

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

July 9, 2013 Board Minutes

Held at the Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Keith June (Vice President), Maynard Dixon (Treasurer), Laura Knapp Chadwick (At-Large Member), Susan Hunchar (Secretary), Corey Love (Landscape Chair), and Karen Conroy (Cardinal Management).
Resident: Marion Hamilton (Court 11).

CALL TO ORDER

The meeting was called to order at 7:00pm by President Jay Yianilos.

Residents' Forum

Marion Hamilton of Court 11 expressed interest in upcoming pool activities.

07.09.13.01 MOTION

Moved to approve the June 11, 2013 minutes with two changes presented. Motion passed unanimously.

President's Report

07.09.13.02 MOTION

Moved to ratify the prior email-approved motion to provide unit owner names and addresses to Arlington County to the extent that the association maintains such a list but to deny access to Glen property. Motion passed unanimously.

The President asked Cardinal Management to request a legal form for release and indemnification pertaining to the use of temporary structures on common elements.

Two residents were contacted about being street tree monitors but there was no response. The Secretary will pursue another contact.

The location of the new trash can for Court 4 will be finalized and the can installed.

The Glen Echo for August will include a "call" for candidates for the one Board seat that will be vacated.

September 4 will be the annual Community Forum at the pool and the proposed 2014 budget will be presented.

Cardinal Management was asked to have the Tot Lot inspected as soon as possible.

Additional uniforms will be purchased for the Onsite Staff.

Vice President's Report

A meeting with Alan Bow and Fairlington Citizens Assoc. (FCA) President, Guy Land, about the Quaker Lane and 36th St. intersection has been tentatively scheduled.

FCA will sponsor a Fairlington 5K in the Fall.

A meeting of the presidents of the Fairlington communities will be held in an effort to share information and common interests.

The President and Vice President continue to work with Cardinal Management regarding parking concerns in Court 11. A letter to Court 11 owners and residents will follow.

Secretary's Report

No report

At-Large Member's Report

No report

Treasurer's Report

Funds have been transferred to provide for reserves expenditures.

The proposed increase for 2014 assessments is 2.2%. A new line item has been added to the 2014 budget for temporary employees.

07.09.13.03 MOTION

Moved to accept the proposed 2014 Fairlington Glen Budget contained in the Management Report, with the addition of the new line item for temporary employees. Motion passed unanimously.

Advance announcements pertaining to the 2014 Budget will be forthcoming in The Glen Echo and our website.

Project List

Cardinal Management was asked to ensure that Onsite Staff is familiar with the terms of the contract for painting Courts 1-4. Detailed specifications include that metal roof flashing will not be painted and carpentry work will not be done on wood window frames/sills since that is an owner responsibility.

At-Large Member will draft a memo for Courts 1-4 owners concerning the possibility of their separately contracting with Engleking for needed window carpentry repairs.

Still no progress on the two mystery electricity meters that show no usage but appear on our Dominion invoices.

Court 13 water usage has dropped to former normal levels. Supposition is that a major "leak" of some sort in a unit has been repaired.

Cardinal Management will remind Walls Contracting and Nova Painting to coordinate roofing and painting in Court 2.

Stoop repairs by Onsite Staff is progressing.

Landscape Committee

Corey Love, Landscape Chair, presented a pruning proposal from Thrive, Inc. and a proposal from Environmental Enhancements (EE) for final Spring walkthrough enhancements.

07.09.13.04 MOTION

Moved to accept the Thrive, Inc. pruning proposal for the amount of \$1135.00 with correction noting that 3531 S. Utah is Court 9, not Court 10. Motion passed unanimously.

07.09.13.05 MOTION

Moved to accept the Environmental Enhancements (EE) proposal for final Spring walkthrough enhancements for the amount of \$248.00 with correction noting that the Court 7 address should be 4207 S. 36th St. not 4206. Motion passed unanimously.

07.09.13.06 MOTION

Moved to grant a landscape variance request for 3521 S. Stafford St. to allow the owner to create a flower bed on northeast side of the unit at the owner's expense. The maximum size of the bed is to be the length of the building and three feet wide. The bed is the maintained according to the red reflector policy. Motion passed unanimously.

The Fall walkthrough will be on Sat., Sept. 7, at 9:00am. In addition to addressing submitted requests, careful attention will be paid to specific courts each year as the budget allows to address the most critical landscape needs in the Glen.

Pool Committee

A proposal for additional pool furniture was discussed and will be returned to the committee for additional information.

Management Report

Recent rains and storms resulted in many repair requests and all have been finalized except 4237 S.36th (Court 11).

Nova Painting will paint the B-Building interiors of 3529 S. Utah, 4300 S. 35th St. and 3537 S. Stafford on rainy days. Nova will try to give residents as much advance notice as possible.

Nova Painting will start exterior painting of Courts 1-4 at the end of the summer.

Unfinished Business

Replacement of the tire swing at the Tot Lot remains a priority. New product has been located and priced but will not be purchased and installed until a safety inspection of the Tot Lot is completed.

The bench project proposal for Brian Henry's Boy Scout project was tabled until the August meeting.

Door hangtags for the Onsite Staff was tabled until the August meeting.

07.09.13.07 MOTION

Moved to go into closed session at 8:35 to discuss individual homeowner delinquencies, items on the violations tracking report and other legal matters. Motion passed unanimously

07.09.13.08 MOTION

Moved to return to open session at 8:59. Motion passed unanimously.

07.09.13.09 MOTION

Moved to adopt attorney's recommendation for account 2114 to waive late fees provided the owner pays the missing assessment and legal fees in full, but in 30 days instead of recommended 10 days. Motion passed unanimously.

07.09.13.10 MOTION

Moved to have Cardinal Management send a violation letter to # 0045 on the violations tracking report. Motion passed unanimously.

Discussion was held concerning units with patio trees damaging fences. Since the trees are oversize for patios and continue to damage fences, the recommendation was to refer co-owners to Thrive, Inc. if co-owners contact Cardinal for tree removal services.

The meeting was adjourned at 9:01pm.

The next scheduled meeting of the Board is Tuesday, August 13, 2013, at 7:00 pm in the Fairlington Community Center.

Respectfully submitted,

Susan N. Hunchar
Secretary