

## **FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**

**June 11, 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).

Residents: Brian Henry (Court 1), Lee Henry (Court 1) and Jocelyne Corderot (Court 1).

### **CALL TO ORDER**

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

### **Residents' Forum**

Brian Henry presented a proposal for the installation of two benches in two of four locations he has identified in the Glen to satisfy a requirement to earn the Boy Scout Eagle Scout rank. His proposal calls for the Glen to purchase the benches and Brian and his team will carry out the installation. The proposal was tabled until the July meeting so members have more time to study the proposal.

Lee Henry agreed to once again complete the annual inventory of Glen equipment in the maintenance area.

### **06.11.13.01 MOTION**

Moved to approve the May 14, 2013 meeting minutes with two changes as presented. Motion passed unanimously.

### **President's Report**

The President commended the Pool Committee for the great pool party on June 1. At-Large Member suggested that name tags with name and court for attendees would be helpful at future parties.

Pool Committee is getting estimates for the purchase of additional pool furniture such as tables and chairs.

The President asked Cardinal to notify onsite staff of forthcoming contracted work.

Follow-up discussion on the placement of inflatable structures on common areas will be deferred to the July Board meeting due to time constraints.

The President will approach Bill McCarthy and Mike Trimble, recent Board candidates, for assistance with identifying street trees that need pruning.

### **06.11.13.02 MOTION**

Moved that the November Board meeting currently scheduled for Tuesday, Nov. 12, at 7:00pm be moved to Wednesday, Nov. 6, at 6:30pm before the Glen's Annual Meeting at 7:00pm. Motion passed unanimously.

### **06.11.13.03 MOTION**

Moved to ratify the prior e-mail vote to approve the Draft Audit #3 submitted by Goldklang. Motion passed unanimously.

### **06.11.13.04 MOTION**

Moved to ratify the prior e-mail vote to approve Court 2 roofing proposal from James R. Walls Company, Inc. for \$354,172.00. Motion passed unanimously.

### **06.11.13.05 MOTION**

Moved to ratify the prior e-mail vote to approve the use of chemicals by Environmental Enhancements to destroy poison ivy behind Court 5. Motion passed unanimously.

### **Vice President's Report**

Vice President reported on a workshop he attended that was sponsored by Cardinal Management concerning the changing legal climate in Virginia. Main trend in current Virginia courts (esp. Supreme Court) is that they are construing documents narrowly; if the issue is not in the master deed or bylaws, the association loses. As for enforcing rules and resolutions, association needs to update

basic documents to include them. Another highlight was to have boards really consider and reconsider litigating – make sure board knows the likely cost, risk of paying fees and downsides.

The Vice President will continue discussions on the Quaker Lane and S. 36<sup>th</sup> St. intersection with resident Alan Bow.

### **Secretary's Report**

Secretary requested Cardinal Management to have onsite staff scrape and paint the main door and frame of the maintenance office so as to correct and prevent more damage from rain.

### **At-Large Member's Report**

Discussion on the door hangers for onsite staff was tabled until July meeting.

At-Large Member reviewed the Consumer Product Safety Commission (CPSC) document on playgrounds and found it to be very technical. She stated that there is no reason she knows of that the Glen can't do business with another company.

### **Treasurer's Report**

REI is finalizing the 2013 Reserve Study.

The 2014 budget is ready for Board review and the Board will vote at July meeting. Discussion centered around various means of explaining why dues increases are necessary in light of reserve funding needs and necessary landscaping work that has been put off.

#### **06.11.13.06 MOTION**

Moved (a) to direct Cardinal Management to transfer \$25,000.00 from unappropriated members' equity to contingency reserve; and (b) to move, at the direction of the Treasurer, \$25,000.00 from an appropriate Virginia Commerce Bank operating account to one of the Glen's reserve accounts selected by the treasurer. Motion passed unanimously.

### **LANDSCAPE COMMITTEE**

Corey Love, Landscape Chair, reviewed the proposal from Thrive, Inc. for tree work.

#### **06.11.13.07 MOTION**

Moved to accept the Thrive, Inc. proposal for tree work in the Glen in the amount of \$1125.00. Motion passed unanimously.

Barbara Dean will assist Alison Trimble with the Glen's application for Arlington County's tree canopy program.

Spring enhancement work is almost complete.

Environmental Enhancements (EE) crew has been told not to put unit trash bags with the recycle piles in courts when working in the Glen.

While doing drain work behind Court 14 by 4216 S. 35<sup>th</sup> St., EE accidentally cut an underground cable and tried to notify residents of Court 14. There have not been any complaints by residents.

Corey will forward a Landscape variance request to the Variance Chair, Greg Lukmire.

### **Management Report**

Walls has ordered the roof slate for Court 2 and will give us a work schedule when it is available. Work should begin by late July. Cardinal Management was asked to inform Walls to coordinate roof work in Court 2 with Nova Painting.

The basketball court was slightly damaged when Environmental Enhancements (EE) was doing drain work but this will not impact the court. A railroad tie on the tot lot was also damaged and EE will replace the tie at no charge to the Glen.

Power Systems Electric (PSE) will relocate the court light photocells in Courts 10 and 16 to prevent court lights from staying on too long.

An owner questioned responsibility for rear window wells becoming unattached from wall. The Treasurer noted that, under the Bylaws, owners are responsible for rear window well maintenance and the Glen is responsible for front window well maintenance.

Recent heavy rains resulted in many requests for gutter/downspout repairs and missing roof slate.

Onsite staff will check downspouts for clogs throughout the Glen.

A source for replacement of the missing tire swing for the Tot Lot is still being sought.

Repeated efforts to get action by Comcast, Verizon and Dominion Power on exposed cable, broken boxes and the mysterious box with exposed on/off switch are being ignored.

### **New Business**

Laura Knapp Chadwick, At-Large Member, left the meeting at 8:20 pm.

**06.11.13.08 Motion** to accept Nova Painting proposal for painting B-Building interior hallways of 3529 S. Utah St., 4300 S. 35<sup>th</sup> St. and 3537 S. Stafford St. for the amount of \$4350.00. Motion passed unanimously. (4-0 with Laura Knapp Chadwick absent).

The President presented the following for attention by Cardinal Management/Onsite Staff:

4123 S. 36<sup>th</sup> A1 & A2 (Court 4) - possible termite damage on fence

4237 S. 36<sup>th</sup> St. (Court 11) - water intrusion

4104 S. 36<sup>th</sup> Street (Court 4) - downspout issue

3569B S. Stafford Street (Court 3) - dormer window leak

3531 S. Utah Street (Court 9) - tree trimming

4228 S. 35<sup>th</sup> Street (Court 15) - downspout issue

3580 S. Stafford Street (Court 12) - gutter/downspout issue

Brick stoop repairs by onsite staff continue as time and weather permit.

Discussion of the Treasurer's project list was tabled due to time constraints until the Board's July meeting.

### **06.11.13.09 MOTION**

Moved to go into closed session at 8:39 to discuss individual homeowner delinquencies and other legal matters. Motion passed unanimously. (4-0 with Laura Knapp Chadwick absent.)

### **06.11.13.10 MOTION**

Moved to return to open session at 8:58. Motion passed unanimously. (4-0 with Laura Knapp Chadwick absent.)

### **06.11.13.11 MOTION**

Moved to turn over to legal for collection accounts 2021 and 3048. Motion passed unanimously. (4-0 with Laura Knapp Chadwick absent.)

### **06.11.13.12 MOTION**

Moved to have Cardinal Management send violation letters to various units identified in the confidential list of violations kept by the Secretary: seven (7) identified units having patio trees damaging fences; seven (7) identified units having ivy-like vines growing on fences; and a unit identified as having mullions removed from windows. Motion passed unanimously. (4-0 with Laura Knapp Chadwick absent.)

The meeting was adjourned at 9:00 pm.

The next scheduled meeting of the Board is Tuesday, July 9, 2013, at 7:00 pm in the Fairlington Community Center.

Respectfully submitted,

Susan N. Hunchar  
Secretary