

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
June 9, 2015 Board Minutes
Fairlington Community Center

ATTENDEES: Susan Hunchar (Vice President), Maynard Dixon (Treasurer), Thora Stanwood (Secretary), Karen Conroy (Cardinal Management), and Corey Love (Landscape Chair).

Absent:

Jay Yianilos (President) and Laura Knapp Chadwick (At Large).

CALL TO ORDER: The meeting was called to order by the vice president at 7:00pm.

RESIDENTS' FORUM –

Patricia Matthai, 4272 S. 35th Street (court 15) – Ms. Matthai requested the status of the removal of the patio tree whose roots have taken over the plant beds in her patio. The management agent stated that she is still trying to connect with the owner of the unit next to Ms. Matthai regarding the tree.

Josh Babb, 4112 S. 36th Street (court 5) – Mr. Babb requested the status of the landscape repair needed after his front lawn was dug up due to plumbing issues. The landscape chair stated that the landscape company would start the spring projects, including Mr. Babb's, this week. Mr. Babb also asked about the process for fixing the front sidewalk which gets covered in water after rain storms. The treasurer stated that we had surveyed all the sidewalks and developed a list of problem areas. Bids would be requested and the major problems would be dealt with first.

Arlene de Strulle, 4205 S. 36th Street (court 11) – Ms. de Strulle suggested that the Glen Handbook include guidelines to be followed by owners who have construction work done in their unit. The guidelines might include notifying the closest neighbors of the dates and times; when the sound level of demolition would be the loudest; the allowable work hours; keeping doors and windows closed to keep dust and debris from blowing into the neighbors' units/patios. The board asked Ms. de Strulle if she would draft the guidelines and present them to the board for consideration.

Ms. de Strulle also asked if the Glen had an emergency contact list. Ms. de Strulle would like to see the Glen pursue intergenerational strategies, starting with the contact list, to assist our residents in times of need. The treasurer stated that he had created a list and a form for residents to complete a number of years ago which could be updated. He will email the details to the secretary who will share them with Ms. de Strulle. Ms. de Strulle was also advised of the FCA's Steering Committee on Intergenerational Strategies.

APPROVAL OF THE MINUTES:

6.9.15.01 Motion. Moved to approve the minutes of the May 12, 2015 board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

Vice President –

6.9.15.02 Motion. Moved to approve a variance request for renovation of the kitchen at 4203 36th Street (court 11). Motion passed unanimously with the caveat that county permit(s) be obtained.

Alan Bow, longtime resident in court 1, is retiring as the court's representative. Matthew Riggs will become the new court rep. The board extends its deepest appreciation for all the years of service that Alan has given to the Glen on the board and as a court representative.

The pool party was well attended and a total success. The board commends the pool committee for a job well done.

It was noted that Engelking Inc. is no longer available to provide the carpentry work needed in courts 9-12. The management agent was asked to seek bids for a new carpenter.

The management agent will seek vendors and suggestions for fencing or landscaping of the Taylor/King Street, 36th/Quaker Lane, and tennis court/Quaker Lane entrances to the Glen in an effort to enhance security.

Handbook revisions are still in progress.

Treasurer –

A check in the amount of \$25 from Bozena Giza, 4123 36th Street, A-2 (court 4) for a non-private pool party was given to the management agent.

The treasurer asked the management agent to create a list of the remaining chimney screens that need replacement, and to request a quote from NV Roofing.

The treasurer asked the management agent to get the president's signature on the contract with Wagner Roofing Company, which was approved at the last board meeting, so Restoration Engineering, Inc. (REI) can prepare the AIA A107 contract for review by the Glen's attorney and the contractor.

Secretary – No report.

COMMITTEE REPORTS:

Landscape –

Environmental Enhancements (EE) is starting work this week on the spring proposal projects. The landscape chair will alert EE to the courts where paving work is underway this week.

The landscape chair met with four residents who have expressed interest in being on the landscape committee. The next meeting will be Monday, June 22 at 7:00pm at the entrance to the pool. The distribution of landscape tasks will be discussed.

The landscape chair and the Glen's tree contractor, Thrive, will do a survey of the trees within the next couple of months.

MANAGEMENT REPORT:

The management report should be corrected to note that the roofing bid from Wagner was approved at the May board meeting.

The management agent has been negotiating with Autumn Roofing concerning damages caused by the contractor during its roofing project. The treasurer recommended, and the other board members agreed, that: (1) pending final settlement, Autumn be paid the contractual amount minus the offsetting damages claimed by the Glen; and (2) the parties continue their efforts to settle on the amount of damages.

The Travelers Insurance adjuster will be in the Glen on June 12 to look at leaks caused by recent storms at 4138 S. 36th Street (court 6) and at 3551 A-1 S. Stafford Street (court 2).

It was requested that the management agent seek a vendor to repair the Glen's old sewer inspection camera and contact REI to set a date to teach the onsite staff how to operate the new camera.

The management agent will seek bids for the sewer line work outside of 3563 A-1 S. Stafford Street (court 3).

The management agent will contact REI regarding the date when they will inspect the paving work completed by NVM Contractors.

CLOSED SESSION:

6.9.15.03 Motion. Moved to go into closed session at 8:26pm to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

6.9.15.04 Motion. Moved to return to open session at 8:48pm. Motion passed unanimously.

6.9.15.05 Motion. Moved to send violation #V0114 a letter regarding the patio tree damaging the fence. Motion passed unanimously.

6.9.15.06 Motion. Motion to turn account #4010 over to legal for collection. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the vice president at 8:54pm.

The next scheduled meeting of the board is Tuesday, July 14, 2015, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,

Thora Stanwood
Secretary