

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
March 10, 2015 Board Minutes
Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Susan Hunchar (Vice President), Maynard Dixon (Treasurer), Thora Stanwood (Secretary), Karen Conroy (Cardinal Management), Corey Love (Landscape Chair). Laura Knapp Chadwick (At Large) arrived at 7:25pm.

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

RESIDENTS' FORUM – Kearsley Walsh and Kristin Sneed, pool committee co-chairs, requested that the pool furniture either be repaired or replaced with new furniture. The treasurer stated that there was \$1500 in the 2015 budget for pool items. The purchase price for all new furniture would be much higher and would have to be budgeted for purchase in 2016 and then approved by the community. As there is a need for more shade around the pool, it was decided that the \$1500 would be used to purchase two large umbrellas. The pool committee will seek one or two additional vendor quotes and report its findings to the Board for consideration in the 2016 budget. The Treasurer noted that: (1) large expenditures for pool equipment must currently be financed from our annual budgets, rather than our reserves, because pool furniture (unlike roofs, drains, etc.) is not a reserve study asset; but (2) the Glen may want to add pool furniture to the next reserve study so that money can be saved for cost-effective major replacements and not have to replace items piecemeal as they wear out.

APPROVAL OF THE MINUTES:

3.10.15.01 Motion. Moved to approve the minutes of the February 10, 2015 Board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President's Report –

Patrick Murray, basketball chair, requested that the on-site staff sweep or use the blower to clear water from the basketball court after rain storms.

The management agent was asked to seek a contractor to repair a leaky gutter and/or downspout at 3578-80 S. Stafford (court 12).

Arlington County's 2015 paving plan does not include any streets in the Glen.

Corey Love, landscape chair, received contact information for a power equipment repair company, recommended by the Glen's landscape contractor, to repair the Glen's snow blower.

The president attended the annual conference of the Washington chapter of the Community Associations Institute (CAI) on March 7 and attended sessions on the Virginia Legislative & Regulatory Update, Ten Tips for Staying Out of Court, and Collecting Assessments: Thinking Outside the Box.

3.10.15.02 Motion. Moved to approve the expenditure of \$352 (\$1 per household) to the Virginia Legislative Action Committee (VALAC) under account 51550 Misc.

Administrative of the current budget. VALAC identifies and responds to legislative issues and protects the interests affecting common interest communities, such as the Glen. Motion passed unanimously.

Vice President's Report –

The Glen handbook is being updated to reflect recent changes.

The vice president attended a session regarding actions taken outside of Board meetings presented by Rees Broome, the Glen's law firm. It was recommended that the Board not "ratify" email votes at Board meetings, but "record" the email vote. It was noted that an email vote must have participation by all Board members and be unanimous; otherwise, it must be presented at the next Board meeting. Also, action outside a meeting such as an email vote should be for an immediate need such as a vote to approve a contract or to authorize the management agent to do something. If discussion starts during the email vote, it should cease and the topic taken up at the next meeting.

The management agent was asked to contact the Glen's attorney to verify the status of the Glen ... incorporated as a non-stock corporation or other entity.

The vice president attended the annual conference of the Washington Chapter of the Community Associations Institute (CAI) on March 7 and attended sessions on Conflict Resolution, Tips on Staying out of Court, and Creative Ways to Collect Delinquent Assessments.

Treasurer's Report –

3.10.15.03 Motion – Moved to have the treasurer sign the representation letter from audit firm, the Goldklang Group. Motion passed unanimously.

3.10.15.04 Motion – Moved to approve the new audit contract from the Goldklang Group in the amount of \$6000 for 2015 and \$6100 for 2016, and to approve the handling of the Glen's tax returns for \$500 per year. Motion passed unanimously.

3.10.15.05 Motion – Moved to approve a contract with Nova Painting Company for exterior painting in courts 9 - 12 in the amount of \$63,705, subject to two changes: (1) Work to start at 8:00am, not 7:30am; and (2) Must use planking under the lift when used or restore the grounds to their pre-project condition. Motion passed unanimously.

The treasurer requested that the management agent get a price to repair the old pipe inspection camera and get quotes for a new camera.

The treasurer also asked the management agent to have Cardinal send him the invoices for January and February.

Secretary's Report –

The secretary attended the Community Associations Institute (CAI) conference on March 7 and attended three sessions ... Conflict Resolution, Hostile Work Environment, and Dangerous Dogs and Recalcitrant Owners.

The owner of the dog killed in court 3 told the secretary that she has not heard from Arlington's Animal Control officer as to the status of the charge(s) against the owner of the dog that attacked her dog.

At Large – No report.

COMMITTEE REPORTS:

Landscape –

The spring walk-through, starting at the Glen's circle, is scheduled for Saturday, March 21 at 9:00am.

The spring volunteer cleanup and planting, starting at the entrance to the pool, is scheduled for Saturday, April 25 at 9:00am. The focus will be on trash collection, ivy remediation, improvement of the circle, planting of annuals and water-loving grasses in the alleyways.

Thrive, Inc. plans to begin tree pruning and removal around March 31. Notice will go out to the affected residents a week before the work begins.

Twelve landscape requests were received from residents and six entries were received in response to the "Most Desperate Landscape Contest." Only six red reflector waivers, out of 29 existing reflector locations, were received by the deadline of March 7. The landscape chair will contact the existing reflector holders to see if they still wish to retain a reflector. If no response is received by March 31, the reflector waiver will be voided and the reflector retrieved.

Three options for the 2016 discretionary landscape budget were presented to the Board. Each option would authorize a total of \$48,000; but, under each option, this sum would be distributed over different accounts.

The landscape chair has requested a quote from the Glen's landscape contractor, Environmental Enhancements (EE), to cover the next phase of the King Street buffer project.

MANAGEMENT REPORT:

Arlington County requested the right to go on the Glen's personal property to inspect for unregistered vehicles. The Glen denied access again this year.

James R. Walls Contracting submitted a proposal to add two additional copper strips on the roof at 4134 (court 6). It was noted that the strips may already have been added, so the management agent will verify the status. The Treasurer stated that he would visit the site and check whether the work description in Walls' proposal is correct if we want to proceed.

The management agent confirmed that a lift will not be used for the replacement of the chimney screens.

NOVA Painting Company has commenced the interior painting in the B-buildings.

Sunshine Contracting has commenced the replacement of the dormer window at 3571 S. Stafford (court 3).

3.10.15.06 Motion. Moved to approve a variance request for the installation of a handrail at 3588 S. Stafford (court 11). Motion passed unanimously.

3.10.15.07 Motion. Moved to go into closed session at 8:40pm to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

3.10.15.08 Motion. Moved to return to open session at 8:53pm. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the president at 9:00pm.

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

Respectfully submitted,

Thora Stanwood
Secretary