

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
March 13, 2018 Board Minutes
Fairlington Community Center

ATTENDEES: William Layer (President), Thora Stanwood (Vice President), Bill Worsley (Secretary), Maynard Dixon (Treasurer), Lee Henry (At-Large) and Candace Lewis (Cardinal Management).

CALL TO ORDER: The board meeting was called to order by the vice president at 6:30 p.m.

BOARD REORGANIZATION:

03.13.18.01 Motion. Moved to reassign offices between the board president and vice president, with Thora Stanwood to be president and William Layer to be vice president. Motion passed, with the current vice president abstaining.

ENVIRONMENTAL UPDATE:

Management sent a list of \$31,809.01 in reimbursements to the environmental attorney. There has been no update from the environmental attorney regarding the environmental report to be issued by the Virginia Department of Environmental Quality (DEQ).

BOARD MEETING MINUTES:

03.13.18.02 Motion. Moved to approve the minutes of the February 13, 2018 board meeting. Motion passed unanimously.

RESIDENTS' FORUM:

Residents Antonio and Marilyn Tovar (court 6) attended to discuss the Glen's prohibition against short-term rentals.

COMMITTEE REPORTS:

Landscape chair Barbara Dean discussed various landscape matters. Saturday, April 14 will be annual cleanup day. She would like to get a consulting arborist to have the Glen's trees inspected to see which ones are endangering buildings.

The president suggested that the landscape committee take responsibility for the plantings at the pool as expenditures are charged to the landscape budget.

BOARD MEMBERS' REPORTS:

President –

By e-mail vote on March 8, the board unanimously approved a proposal from G&V Tree and Landscaping in the amount of \$1,830 for the removal of a downed tree in court 8 and debris caused by the wind storm of March 2, 2018. The vote is hereby duly ratified and recorded.

03.13.18.03 Motion. Moved to ask Arlington County to either remove the bench from the sidewalk at the bus stop at 36th Street and Taylor Street or move it forward onto the cement slab that the county installed. Motion passed unanimously.

The president will meet with Kolas Contracting about the need to cut back vegetation along King Street so the chain link fence can be painted and then management will be provided with a scope of work to bid services based on their meeting.

The president asked the vice president to follow the instructions from former president Jay Yianilos in posting the board meeting agenda to the Glen Yahoo Group.

The president recommended that the Glen's attorney be invited to an upcoming board meeting to bring the board up to date on legal issues and Virginia legislative actions. Board members will send possible topics to the management agent, who will send a list to the attorney.

Vice President –

No report.

Treasurer –

03.13.18.04 Motion. Moved to approve a DocuSign subscription in the amount of \$120 per year to be used by board signatories to sign documents. Motion passed unanimously.

03.13.18.05 Motion. Moved to approve a one-year pest management contract with Innovative Pest Management Incorporated effective April 1, 2018 through March 31, 2019, in the amount of \$216.50 per month. Motion passed unanimously.

03.13.18.06 Motion. Moved to exceed budget by \$504 in the pool contract (account 61150) to allow extended hours at the pool for 14 days. Motion passed unanimously.

03.13.18.07 Motion. Moved to approve a contract with Walls Contracting in the amount of \$1,480 to repair a roof at 4204 B-2 36th Street South. Motion passed unanimously.

The Board tabled action on Walls Contracting's \$4,840 bid to install panels on the interior surface of roofs at 3500 S. Stafford Street and 4202 S. 35th Street to block dripping tar, on the secretary's recommendation that the Glen would likely get lower bids from insulation companies. Cardinal was asked to seek such bids.

03.13.18.08 Motion. Moved to approve the revised swimming pool rules, as presented by the Glen's legal counsel. Motion passed unanimously.

Secretary –

03.13.18.09 Motion. Moved to approve a contract with Kolas Contracting in the amount of \$72,900 to paint the woodwork and metal components in courts 5-8. Motion passed unanimously.

There are significant mold stains on the paint on several front porches in court 10. The secretary recommended asking the on-site crew to test a method for removing mold from the paint.

The secretary recommended that the Glen explore replacing the court lighting system in the entire Glen, as recommended by the 2013 reserve study. As a first step, he will ask REI whether it is qualified to serve as the engineer overseeing the project.

The secretary and interested board members will be doing a stoops inspection in the spring to reassess how many more stoops may need complete replacement and which ones just need repairs.

At-Large

The at-large member proposed advancing the on-site crew a small amount of petty cash to cover transportation expenses so that they do not have to fund these expenses themselves.

MANAGEMENT REPORT:

Kolas Contracting is about to start its carpentry repair work for this year in courts 1-4. The management agent will let the president know the start date so that information can be communicated to the residents of the four courts.

EXECUTIVE SESSION:

03.13.18.10 Motion. Moved to go into executive session at 8:12 p.m. Motion passed unanimously.

The board reconvened in regular session at 8:32 p.m.

03.13.18.11 Motion. Moved to approve a request for a waiver in the amount of \$406 for legal fees, administrative charges, and late fees for account number 2056-03. Motion passed unanimously.

03.13.18.12 Motion. Moved to authorize Legal to run a bank search for account 2113-01 at a cost of \$275 and, if that is unsuccessful, to proceed with an employment search at a cost of \$250. Motion passed unanimously.

After executive session, the treasurer asked the management agent to check the status of account number 2013-01, where there has been no enforcement action for several months.

ADJOURNMENT: The meeting was adjourned by the president at 8:33 p.m.

The next scheduled meeting of the board is Tuesday, April 10, 2018, at 6:30 p.m. at the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary