

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
May 12, 2015 Board Minutes
Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Susan Hunchar (Vice President), Maynard Dixon (Treasurer), Thora Stanwood (Secretary), Karen Conroy (Cardinal Management). Laura Knapp Chadwick (At Large) arrived at 7:20pm.

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

RESIDENTS' FORUM –

Marc Thomas, unit 3563-A1 S. Stafford Street (court 3), asked when we would begin work on the sewer line outside his unit. The treasurer responded that REI had approved the work but would inspect other units for the same problem and then bid all of the work as a batch. The management agent will cut a check to Mr. Thomas in the amount of \$639.03 to reimburse him for a plumbing bill that he incurred which identified the problem. Mr. Thomas will send a copy of the bill to the treasurer. The on-site staff will clean up the slate chips around Mr. Thomas' unit that were not removed by the roofing contractor.

Josh Babb, 4112 S. 36th Street (court 5) – Mr. Babb presented pictures of the landscape issues in front of his unit. These included water issues along the front sidewalk that occurred after rain storms. The sidewalk at 4112-4114 will be added to the list of sidewalks requiring repair or replacement.

APPROVAL OF THE MINUTES:

5.12.15.01 Motion. Moved to approve the minutes of the April 14, 2015 board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President –

The email approval given by the board on April 23 of a variance for the relocation of a condensation line covered by a downspout at the rear of 4112 S. 36th Street (court 5) was duly recorded.

5.12.15.02 Motion. Moved to approve the variance request to re-landscape the front plant bed at 3551-A1 S. Stafford Street (court 2). Motion passed unanimously. Thora Stanwood abstained.

5.12.15.03 Motion. Motion to accept Emily Nicholson as the chair of the pool committee. Motion passed unanimously.

5.12.15.04 Motion. Motion to amend the Glen Handbook under Item 6, swimming pool section, and under safety (page 45), with the support of the pool committee, to ban smoking at the Glen pool. Motion passed unanimously.

The president will contact the other South Fairlington association presidents regarding the problem with paper recyclables blowing around the neighborhood.

Vice President –

The vice president asked the management agent to verify that thank you notes were sent to owners who had recently complied with requests to correct major property violations.

The management agent was asked to have the onsite staff:

- Paint the concrete slab (drain cover) in court 10 and other painted drain covers with correct type of black paint.
- Paint the large Dominion Virginia Power utility boxes that have become eyesores.
- Lay a few pieces of sod around the tree planted recently in court 1.

The vice president announced that she will not run for the board this fall.

Treasurer –

A check in the amount of \$25 from Jennifer Bhartiya, 4118 36th Street, A-1 (court 5) for a non-private pool party was given to the management agent.

The draft budget was circulated to the board for comment. It will be voted on at the July board meeting.

5.12.15.05 Motion. Moved to approve Wagner Roofing's bid of \$399,997 for the partial roof replacement scheduled for 2015 at 3525-3533 and at 3535-3549 S. Utah Street (court 9) and at 4301-4309 and 4323-4343 S. 36th Street (court 10). Motion passed unanimously.

5.12.15.06 Motion. Moved to re-classify \$28,319 (the 2014 budget surplus listed on p. 19 of the audit report) from unappropriated members' equity, as follows:

- Reclassify \$20,000 to replacement reserve; and transfer this amount from the Glen's operating account at United Bank to the Glen's Vanguard account.
- Reclassify \$8,319 to contingency reserves; and transfer this amount from the Glen's operating account at United Bank to the Glen's contingency reserve savings account at United Bank.

REI will arrange for the inspection of certain potentially troublesome sewer lines so that we can bid any required work out as a package.

Secretary –

Board members surveyed all 16 courts for needed front porch repairs and sidewalk section replacements. Pooling along sidewalks will be observed after the next rain storms and added to the spreadsheet for repair or replacement.

At Large –

The at large member suggested that the Glen expand its communication vehicles in order to garner more interest from our residents:

- Set up a Glen Facebook page. The at large member will set up a test site for the board to see.

- Board to Court visits. Set up a time and date for the board and court representative(s) to visit residents in their own courts.

COMMITTEE REPORTS:

Landscape –

5.12.15.07 Motion. Moved to approve the spring landscape proposal in the amount of \$11,680 with Environmental Enhancements (EE). Motion passed unanimously.

5.12.15.08 Motion. Moved to approve the Phase 3 buffer repair along King Street in the amount of \$12,167 with Environmental Enhancements (EE). Motion passed unanimously.

The Taylor Street/King Street accent planting will be postponed until a decision is made concerning the installation of a fence to connect the King Street chain link fence with the closest unit's patio fence, for security at a major entrance to the Glen.

Thrive, Inc. completed its tree pruning and removal on April 29th.

MANAGEMENT REPORT:

- NV Roofing replaced chimney screens at 15 locations on April 24th in the amount of \$2,425.

Parking lot paving to start around May 26th. The management agent will check with NVM Contractors for the official start date, which courts will be impacted, and what tasks will be accomplished in this first phase of the parking lot project.

Pool permits were sent to Atlantic Pool Services.

NOVA Painting will do the exterior painting in courts 9, 10, 11, and 12. Engelking Inc. will replace any rotted wood found by the NOVA crew. The management agent will call Engelking to ask them to begin that work and to check out a pool area problem reported by Dave Sherman.

The new sewer inspection camera has been received. The treasurer will contact REI to let them know so they can set up a date to instruct the on-site crew how to operate the camera.

All the carriage lights in court 2 went out on Friday, May 1st. PSE presented two proposals to resolve the wiring issue, but pricing for only one of the proposals. The management agent will request pricing on the second option, get approval for the best option, and request a start date for the project.

The management agent will contact Verizon regarding their wires that need burying and their boxes that need to be installed correctly.

The management agent will contact fence companies for bids regarding the proposed fence additions to end units for security purposes at Taylor and King Streets, Quaker Lane and 36th Street, and open areas adjacent to court 1.

CLOSED SESSION:

5.12.15.06 Motion. Moved to go into closed session at 8:32pm to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

5.12.15.07 Motion. Moved to return to open session at 8:55pm. Motion passed unanimously.

5.12.15.08 Motion. Motion to proceed, as recommended by counsel, with foreclosure of account #2013. Motion passed unanimously.

5.12.15.09 Motion. Motion to turn account #2037 over to legal for collection. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the president at 8:56pm.

The next scheduled meeting of the board is Tuesday, June 9, 2015, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,

Thora Stanwood
Secretary