

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

**September 9, 2014 Board Minutes**

**Held at the Fairlington Community Center**

**ATTENDEES:** Jay Yianilos (President), Maynard Dixon (Treasurer), Laura Knapp Chadwick (At-Large Member), Susan Hunchar (Secretary), Karen Conroy (Cardinal Management), Thora Stanwood (Court 2 Representative), Carla Heron (Court 4), and Elizabeth Dreazen (Court 4). Absent: Corey Love, Vice President and Landscape Chair.

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

### **Residents' Forum**

Carla Heron of Court 4 presented a variance request for the installation of a radon remediation system.

#### **09.09.14.01 MOTION**

Moved to approve the variance request for the installation of a radon remediation system at 4135 S. 36<sup>th</sup> Street (Court 4) as presented. Motion passed unanimously (3-0).

Thora Stanwood asked for clarification on recycling and monthly special trash collection and commented on the use of unreserved parking spots.

The At-Large Member arrived at 7:30pm.

#### **09.09.14.02 MOTION**

Moved to approve the minutes of the August 5, 2014 Board meeting. Motion passed unanimously.

### **President's Report**

#### **09.09.14.03 MOTION**

Moved to ratify prior email vote to approve the pruning and tree removal proposal from Thrive Inc. for the amount of \$1,665. Motion passed unanimously.

#### **09.09.14.04 MOTION**

Moved to ratify prior email vote to approve the landscape proposal from Environmental Enhancements (EE) for King St. Buffer repair at a cost of \$10,231 to remove declining Red Cedars and install new plantings to mirror existing plantings along the King St. fence line. Motion passed unanimously.

#### **09.09.14.05 MOTION**

Moved to ratify prior email vote to approve a contract with NVM Paving in the amount of \$24,790 for necessary paving work in the Glen in Courts 1, 5, 7, 9, 10, 12 (partial), 15 and 16. Motion passed unanimously.

Cardinal Management will give information for self-testing for the Comcast internet problem at the pool and office to the pool manager and Onsite Staff.

#### **09.09.14.06 MOTION**

Moved to approve reserving the two parking spaces in Court 11 for authorized vehicles at all times and to post signs accordingly at a later time. Motion passed 3-1.

The residents and owners of Court 11 will be notified of this change and the Court Representative will be asked to distribute the notice to residents.

The President presented main points of a recent webinar for associations concerning dealing with problems with cable telecommunications services and providers. The major suggestions were to check contracts for coverage and to renew contracts for only five (5) years since advances in telecommunications happen rapidly.

The B Building hallways will be checked by the President, Treasurer and Court 2 Representative for possible refreshing or redecorating in 2015 instead of waiting until 2018.

Court 1 residents will receive a reminder notice about putting out trash before 6:00am in an effort to curb recent occurrences of trash being strewn by birds and animals.

The Board thanks Ed McGonagle for his many years of service as the Court 9 Representative and welcomes Roxanne Sykes as the new representative.

A resident in Court 12 is the first to apply under our new special function regulations for permission to erect an event tent in the common area for a court function.

### **Treasurer**

Two checks for \$25 each, and a copy of a check for \$25 that had been mailed to Cardinal Management, for non-private pool parties were handed to the Manager.

The Treasurer clarified the Glen's responsibilities for sewer backups in units.

Bids have been sought to extend the copper strip on most of the rest of the one line of roof in Court 6 due to the success of the strip in eliminating the moss stains on the test portion of the roof. Walls Roofing has submitted a bid; and a bid was solicited orally from Autumn during the September 3 work preparation meeting.

The Manager was asked to remind Restoration Engineering, Inc. (REI) about getting a copy of the extended warranty from Walls Roofing for the roof of the first building in Court 2 that was accepted in return for our allowing a departure from the contract specifications concerning the number of snow-guard paddles on the rear part of the building in 2013. The Manager responded that REI would seek this document during the final walk-through of the work prior to making final payment.

### **Management Report**

The painting of courts 5-8 has been completed by Nova Painting and will be inspected. Final payment will be made after inspection and any follow up work are done.

Engelking will again be reminded to submit detailed invoices for its painting related carpentry work and to submit all of its invoices before the end of the year.

Maria Castro of the Onsite Staff will be responsible for overseeing the parking lot striping and numbering to be done by NVM Contractors.

#### **09.09.14.07 MOTION**

Moved to approve the proposal from NVM Contractors for snow plowing services for 2014/2015 on an as-needed basis. Motion passed unanimously.

Cornice and lentil repair by Engelking in Court 2 continues.

#### **09.09.14.08 MOTION**

Moved to approve the proposal from Peachtree Business Products for the amount of \$1,026.91 for five (5) signs for the pool. Motion passed unanimously.

Roof replacement by Autumn Contracting in Court 3 has begun.

The new Tot Lot was completed and opened on August 25 to rave reviews.

#### **09.09.14.09 MOTION**

Moved to approve the proposal from Power Systems Electric (PSE) for additional lighting in the area of the basketball court and the alley between Courts 12 and 13 for the amount of \$6,231.17. Motion passed unanimously.

#### **09.09.14.10 MOTION**

Moved to amend the prior motion to approve the proposal from Power Systems Electric (PSE) for additional lighting in the area of the basketball court and the alley between Courts 12 and 13 for the amount of \$6231.17 to add that the bulb wattage should be the same as that of the existing court carriage lights. Motion passed unanimously.

Legal will be asked to contact Comcast concerning the numerous exposed cables and damaged pedestals since there has been no response to repeated attempts.

**09.09.14.11 MOTION**

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

**09.09.14.12 MOTION**

Moved to return to open session at 8:50pm. Motion passed unanimously.

**09.09.14.13 MOTION**

Moved to turn over to legal for collection accounts 1008 and 3078. Motion passed unanimously

The meeting was adjourned at 8:55pm.

The next scheduled meeting of the Board is Tuesday, October 14, 2014, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,  
Susan N. Hunchar  
Secretary