

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
September 12, 2017 Board Minutes
Fairlington Community Center

ATTENDEES: Jay Yianilos (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 president at 6:45 p.m.

ENVIRONMENTAL UPDATE:

ECS Mid-Atlantic provided a 559-page Site Characterization Report Addendum to the Virginia Department of Environmental Quality, management, and legal. Our legal counsel has estimated that it will take VDEQ about 30-60 days to review and respond to us and ECS with comments and questions. Interested co-owners may contact management for the link to the document to be shared directly with them.

RESIDENTS' FORUM:

Pat Murray (court 6), chair of the basketball committee, discussed the condition of the basketball court. There is a depression in the court at one end that is 3-4 inches deep and collects rainwater. The management agent will contact REI to have them take a look at it.

Susan Hunchar (court 10) attended the meeting.

APPROVAL OF THE MINUTES:

09.12.17.01 Motion. Moved to approve the minutes of the August 8, 2017 board meeting. Motion passed unanimously.

COMMITTEE REPORTS:

There were no committee reports.

BOARD MEMBERS' REPORTS:

President –

The president thanked everyone for their participation at the Community Forum and the Volunteer Appreciation Night, both held in early September.

There are two candidates for the two open board positions this year. There were no budget amendments submitted by the August 31 deadline.

By e-mail vote on August 15, the board unanimously approved a variance request for exterior drainage of a sump pump within the patio space at 4134 S. 36th St. (court 6). The vote is hereby duly ratified and recorded.

By email vote on August 16, the board unanimously approved a contract with Kolas Contracting Inc. in the amount of \$1,275 for cornice/gutter/downspout repairs at 3513 S. Utah St. (court 9).

The president signed a contract with NVM Contractors per motion 08.08.17.07 after the contractor added a list of locations to the contract.

The president signed a common element use agreement on August 14 for a POD to be placed in a parking space in court 15.

09.12.17.02 Motion. Moved to authorize Glen archivist Margaret Windus to work with Edge Digital to update the Glen's historical data disks. Motion passed unanimously.

Vice President –

The vice president discussed a proposal to install drains topped with sod and grates to remediate the drainage problem between courts 2 and 3.

09.12.17.03 Motion. Moved to approve a contract with Structural Repair and Renovations Inc. in the amount of \$4,935 to correct the drainage problem between courts 2 and 3, with the funds to come from replacement reserves. Motion passed unanimously.

09.12.17.04 Motion. Moved to donate \$352 to the Dollar a Door campaign of the Virginia legislative committee of the WCCAI (Washington Metropolitan Chapter Community Associations Institute) to lobby the Virginia legislature on behalf of Virginia condominium associations, including the Glen. Motion passed unanimously.

A path has been worn in the lawn by the Lindman construction crew working in the area of court 1. We should look at the Lindman contract to determine whether the contractor is required to restore the grass. Even if it is not specified in the contract, the management agent is requested to discuss the issue with Lindman and ask them to seed or sod the area.

A proposal was requested by the landscape chair and received from Lancaster Landscapes for pruning of large bushes in courts 10 and 15. The total cost is \$257.50 and approved by the president.

Treasurer –

The treasurer reported that in September the Glen received, and had given the management agent, a total of \$110 for recreation passes and pool parties, which payments are itemized and account-coded in the attached Appendix 1.

The treasurer reminded the board that for budgetary reasons the Glen has postponed until 2018 the spot roof and gutter work in courts 13-16 and carpentry repair work for courts 1-4.

The treasurer also reported that he and the secretary will be talking to REI about an updated Glen reserve study in 2018, as required by the statutory 5-year cycle.

09.12.17.05 Motion. Moved to direct the management agent (1) to reclassify the \$18,578 audited operating loss for 2016 by (a) debiting Account 25620 Contingency by this amount and (b) crediting this amount to Account 20410 Unappropriated Members Equity; and (2) to transfer the same amount from the Glen's contingency savings account at Mutual of Omaha Bank to its operating checking account at Mutual of Omaha Bank. Motion passed unanimously.

09.12.17.06 Motion. Moved to approve the proposed snow removal contract of NVM Contractors for the 2017/2018 snow season, subject to the modification that notification will be made by the president or the next most senior board member if the president is not available. Motion passed unanimously.

09.12.17.07 Motion. Moved to authorize the president to sign the previously approved James R. Walls Roofing contract to proceed with Phase II of for replacing half roofs in 2018. Motion passed unanimously.

The treasurer observed, without objection, that: (1) pursuant to a prior board resolution, the president may sign the spot roof and gutter repair contract proposed by Walls now that it has been revised to provide that the work is to be done in 2018; and (2) when the work is finished, the expense should be charged to Account 61460 Roof Repairs.

The treasurer also observed that Kolas had proposed a list of carpentry projects that would be substantially over budget due to inclusion of out-of-cycle projects from other courts. After discussion, the consensus was that: (1) the management agent should ask Kolas for an updated list of the proposed in-cycle projects (courts 1-4), reflecting any new projects identified by the painters; (2) we will consider individually whether any of the proposed out-of-cycle projects must be done out-of-cycle (for example, due to emergency, need to sell house, etc.).

Secretary –

The stoop replacement work continues in court 1. Four stoops in that court have been replaced, and three are under construction.

Grass is growing through the rocks in the new French drain in court 10 and is looking unsightly. The secretary proposed that the top layer of rocks be replaced with sod and asked the management agent to check the contract to see if sod was mentioned in the contract.

At-Large –

Verizon has not responded to the at-large member's inquiry as to the status of the FIOS installation project.

MANAGEMENT REPORT:

The management agent discussed the current policy of allowing the onsite crew to roll over accrued leave to the following year. It was agreed that effective January 1, 2018, employee leave will no longer be rolled over to the following year. Time must be used within the year it is earned.

EXECUTIVE SESSION:

09.12.17.08 Motion. Moved to go into executive session at 8:42 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

The board reconvened in regular session at 8:47 p.m.

09.12.17.09 Motion. Moved to turn accounts 2037, 2042, and 3012 over to legal. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the president at 8:49 p.m.

The next scheduled meeting of the board is Tuesday, October 10, 2017, at 6:45 p.m. at the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary

Appendix 1

Pool Party and Misc. Income 2017						
Month Recorded in Minutes	Payor	Purpose	Account 30190 Pool Income	Account 30260 Misc. Income	Paid By	
June	Monica Wiedemann	Pool Party	25.00		Check	
	Sara Tuke	Pool Party	25.00		Check	
	Cynthia Geoghegan	Recreation Passes		15.00	Check	
	[Not Identified by Nan Lukmire]	Recreation Passes		10.00	Cash	
July	Dior Barlow	Recreation passes		10.00	Check	
	Alan Frazier	Recreation Pass		5.00	Check	
	Lucia Cuellar	Recreation Pass		5.00	Check	
	William Stoppel	Recreation Passes		15.00	Check	
	Adriel Pond	Recreation Pass		5.00	Check	
	Chrysalis Chiropractic Of Alexandria	Pool Party	25.00			
	Nicky Volkert	Pool Party	25.00		Check	
	Timothy Hodgson	Pool Party	25.00		Check	
	Alexander Wilde	Recreation Pass		5.00	Check	
	Tina Marie Masciangioli	Pool Party	25.00			
	Megan O. Pickersgill	Pool Party	25.00		Check	
	Nathan Dickey	Pool Party	25.00		Check	
	[Not identified by Nan Lukmire]	Recreation Passes		20.00	Cash	
	Katrina Lesandric	Recreation Pass		5.00	Check	
	Sarah Lloyd	Recreation Pass		5.00	Check	
	John Phillips	Recreation Passes		20.00	Check	
	Raphael Katkin	Recreation Passes		20.00	Check	
	Carolyn Lathey	Pool Party	25.00		Check	
	August	Nicola F. Volkert	Pool Party	25.00		Check
		Colleen Kennedy	Recreation Pass		5.00	Check
Pamel Rich		Recreation Pass		5.00	Check	
M.H. Lopez		Pool Party	25.00		Check	
Nicky Volkert		Pool Party	25.00		Check	
September	Miriam Oakley		25.00		Check	
	Nicola F. Volkert	Pool Party	25.00		Check	
	Deborah Maria Sanchez	Pool Party	25.00		Check	
	Robin M. Burgess	Recreation Pass		5.00	Check	
	Ronald D. Hochstetler	Recreation Pass		5.00	Check	
	Brandon Briggs	Pool Party	25.00		Check	
TOTALS			400.00	160.00		