



The Glen Echo

December 2007

PRESIDENT'S 2007 YEAR-END REPORT

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Glen Board 2008: Jasper Thomson, John Fuller, Bob Patrician , Alison Trimble, Margaret Windus



TREE
DISPOSAL
Tuesdays &
Thursdays in
January
8,10,15 & 17
Leave at the curb

Fairlington Glen's Annual Meeting was held on November 14, with a turnout in person or by proxy of nearly 60% thanks to the **Court Representatives Group**, who spearheaded the gathering of proxies. Thanks to all who participated in approving our 2008 budget by an overwhelming margin (87% of votes) and by an absolute majority of ownership (50.118%). Vote tallies announced at the meeting were not correct. Coupon books showing the new assessment for those who use checks or on-line bill pay will be distributed this month. Direct debits will change automatically.

At the Annual Meeting I reviewed some of the many activities in the Glen this year. 2007 has been a year of continuing change and challenge for the Glen. We began the year with a new management company—**Cardinal Management Group, Inc.**—and ended the year with a new management agent—**Lynn House**, about whom you can read more in an article below. In April **Ricky Solares**, our long-time facilities manager, retired to Florida. We decided to try working with just two staff—**Nelson Ordoñez** and **María Castro**, also longtime employees of the Glen. We have been pleased with their responsiveness, growth, and willingness to try new approaches. We look forward to 2008 as a year of stability in our management agent and staff.

The Board continued planning for the future in 2007, with a goal of looking to needs that the Glen faces in the next ten years. We initiated engineering studies of our sanitary sewers, storm sewers, and site drainage problem areas. **(page 2)**

PRESIDENT'S END OF YEAR REPORT: CONTINUED

Before moving ahead on major expenditures in these areas, we wanted to be sure we understood the problems. As a result of the sanitary sewer study, and a test case in Court 9, the Board in November signed a contract with **US Sewer & Drain** to complete relining of the 35 laterals in the Glen not previously replaced or relined. Six of these 35 were completed in November. By the end of 2009, renovation of our sanitary sewers should be complete. Except in special cases, we should then not need to snake or use root destroyer in our sanitary sewer laterals.

Because of the drought in 2007, completion of the storm sewer and site drainage problem area studies was delayed. We expect to receive them by the end of the year. We did, however, take care of some gutter problems along the way, and tackled a drainage area in Court 9 that has been a problem for over 20 years. We have learned from this and other capital expenditure projects, such as roofs, sewers, drainage, and the pool, that it takes substantial amounts of money to deal with these needs. That is why the Board continues to strengthen replacement reserve funds, as presented in the 2008 budget just approved. The flip side of that is our attention to reducing operating costs where possible. We did so this year by reducing staff from three to two, not replacing the truck, and giving up off-site storage. Apart from water costs, our operating budget has increased only one percent a year between 2004 and 2008.

In 2007 a group under **Kari Boe Doyle** examined expansion of the pool complex to upgrade the electrical and plumbing infrastructure and accommodate an enlarged maintenance shop. This is a project much discussed but not acted on for many years. Significant renovation of the pool and its buildings is needed after 35 years of use for both recreation and maintenance. A follow-on group under **Dave Sherman** sought a design professional and recommended that the Board engage **Q Design**, the firm that handled the Meadows pool complex expansion. At its December meeting, the Board approved this firm. Dave and his group will work with **Q Design** to prepare for construction starting in September, just after the pool party and dog swim that signal the end of the summer pool season.

Other major activities begun in 2007 and coming to fruition in 2008 are revision of the **Glen Handbook** and redrafting of our **Bylaws**. A revised **Handbook** will be distributed in hardcopy and available on our web site in the spring. On the web, it can easily be updated as policies and practices change. For those without computer access, we will develop a "buddy" system to assure that everyone has access. In a test case in one court to explore this issue, it was discovered that only one of 27 residents did not have computer access, and that person has been linked with a "buddy".

We also embarked in 2007 on a major project to revise and update the **Glen's Bylaws**. Our **Bylaws** were written in 1973 and much has changed since then, both legally (Virginia Condominium Act) and technologically (electronic communication). In preparation for this project, we wanted to consolidate decisions and interpretations made over the years based on our **Master Deed and Bylaws**. The memo on allocation of maintenance and repair responsibilities between the Council and its Co-Owners, which the Board approved in August, is a major step along the way. We will continue the **Bylaws** effort in 2008 with legal counsel and will share the proposed **Bylaws** with the community and host a **Community Forum** before seeking the necessary 75% approval for adoption. This will be a significant effort. (continued page 3)

Court representatives will be an important part of that effort, as they were in getting out the vote at the Annual Meeting. I want to thank the many volunteers, both court reps and other committee and task group members, who have so ably served the Glen in 2007. They have spent much time and energy in moving the Glen forward. I would also like to thank my fellow Board members, each and every one of whom has thrown their shoulders to the wheel to work on so many fronts at once.

Finally, let me state again what I said when running for the Board. I am willing to listen, willing to take responsibility for decisions we make, and willing to involve anyone who wants to join in the process of making the Glen a great community to live in. We want to keep co-owners and residents well informed as to what we are doing, when, and why. We do that especially with this newsletter—the **GLEN ECHO**, and also with our **website** and **Yahoo group**. Board members are available to talk about your concerns by e-mail, by phone, or in person. Keep the comments coming, and get involved in areas that interest you.

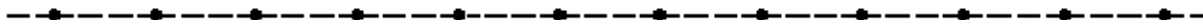
It has been a pleasure to serve as your President this past year. I am excited about all that will occur in 2008.

Bob Patrician, President
December 2007



INTRODUCING OUR NEW PROPERTY MANAGER

The Glen has a new property manger, **Lynn House**, working with us through the Cardinal Management Company. You may reach Lynn at **l.house@cmgmt.com** or **703-565-5010**. Lynn's assistant property manager, Paola Fiess, may be reached at (703) 565-5003 or **p.fiess@cmgmt.com**.



Ms. **Lynn House** has 29 years direct experience in the management of community associations, mixed-use developments and cooperative housing communities. Lynn began her career in 1978 as a property manager for a Texas-based vertically integrated development company and was charged with the responsibility of managing and transitioning new community developments.

In 1982, Ms. House relocated to the Washington DC metropolitan area, and during the next 24 years she worked in the capacity of an on-site General Manager for four large-scale condominium and cooperative communities; Senior Property Manager for several condominium, homeowner and mixed use communities; and, presently serves as a Vice President of Cardinal Management Group, Inc.

Lynn has earned her Certified Manager of Community Associations (CMCA®) designation through the National Board of Certification for Community Association Managers; and her Association Management Specialist (AMS®) and Professional Community Association Manager (PCAM®) designations through the Community Associations Institute.

RENOVATION DEBRIS NOT ALLOWED

It has long been the policy of Fairlington Glen that co-owners are responsible for removing renovation debris. Though it is not included in the 1999 Handbook, the policy has appeared on many occasions in our newsletter. Because a very large amount of renovation debris was left at the front of Court 9 on December 1, the Board at its December 6 meeting agreed to a formal policy with respect to bulk trash and renovation debris.

Large trash, or bulk trash, may be put out the first Saturday of each month. Bulk trash is that generated through the normal occupancy of the unit and as a result of normal maintenance. Material that should not be put out (under our contract with Capitol Services) includes dead animals, oil, paint, batteries, construction materials, manure, tree stumps, dirt, stones, rocks, concrete, bricks, poisons, dangerous acids, caustics, explosives, and other dangerous materials. Drywall, concrete, and bricks, for example, are all damaging to the cylinders on the trash trucks.

Renovation or construction debris is the responsibility of the owner and may not be left curbside. Such materials should be disposed of by the contractor or by the owner or resident if the work is not performed by a contractor. If you wish to contract privately with Capitol Services to remove your construction debris (still not including drywall), you may call them at 703-998-5860 and negotiate a price for a private pickup.

Hazardous wastes, including paints, motor oil, household chemicals and other toxics, are unacceptable for curbside disposal. Arlington residents may call the county Water Pollution Control Plant at 703-228-6820 for information on disposal of toxic materials. Disposal at the plant off South Glebe Road is available Saturdays from 9 am to 3 pm. Construction debris is not accepted. The county holds recycling days twice a year, generally in April and October, for other household goods, including televisions, computers, and bicycles.

We ask that residents adhere to these policies and encourage neighbors to do so as well. The Board depends on community cooperation to enforce most rules in the Glen, as we are not a police department and do not wish to become one. When renovation debris is put out with the trash, whether on regular trash days or the first Saturday of the month, it increases costs for both the trash hauler and the Glen. Be a good neighbor by following these policies.

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||| **Live Christmas trees will be recycled if they are left on the curb either on Tuesdays or Thursdays the second and third week of January. (January 8, 10, 15 & 17) If they are left before then, they will be disposed of as trash. Please take advantage of the recycling program our trash collector participates with through Arlington County. The trees are mulched at the Shirlington Waste Facility site and Arlington residents get FREE mulch in the spring!** |||
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GLEN HANDBOOK REVISION

There have been many changes in the Glen in the past two years, and it is time to reflect those changes in an updated Handbook. **John Fuller** and **Margaret Windus** have compiled a significantly revised Handbook that the Board discussed at its December meeting and has now sent for comment to committee chairs. Those chairs will handle its review within their committees over the next three months (December – February). We welcome comments from interested individuals throughout the Glen. Please request an online draft copy from either **John Fuller** (fairlingtonglen@aol.com) or **Margaret Windus** (bowindus@att.net).

At the completion of the comment period, the Board will publish a revised Handbook, both online and in hardcopy. Significant revisions after publication will be announced in the GLEN ECHO and published on our website. We are pleased that the ease of updating electronically and the ubiquity of access to electronic publications will enable us to revise the Handbook online. **What we need now is a highly computer-literate volunteer to take the final document that emerges, format it, and make it available in HTML on the Glen website. Please call John (703-521-1835) or Margaret (703-379-1718) if you can help with this task.**



Join the Fairlington Glen Board for a Staff Appreciation Coffee Hour on Friday, December 14 from 8:00am until 10:00am at 4280 S. 35th Street in Court 15. We would like to thank Nelson Ordonez and Maria Castro for all their efforts this year in making the Glen a wonderful place to live. Please join us as we say “Thank you!” this coming Friday.

FAIRLINGTON GLEN CALENDAR OF ACTIVITIES 2008

BOARD OF DIRECTORS MEETINGS

(First Thursday of month, 7:30 pm, FCC, 3308 S. Stafford St.)

January 3 (4820 S. 31 st St.)	July 3
February 7	August 7
March 5 (Wednesday)	September 4
April 3	October 2
May 1	November 6
June 5	December 4

ANNUAL MEETING SCHEDULE

September 4	--Board meeting to approve draft 2007 Budget
September 9	--Draft 2007 Budget to Co-Owners
September 9	--Call for candidates in September GLEN ECHO
September 17	--Community Forum
September 24	--Deadline for comments on proposed budget
October 2	--Board meeting to approve proposed 2007 budget
October 7	--Notice of Annual Meeting with Budget and Candidate Profiles
October 20	--Budget Amendments to Board President
October 24	--Amendments mailed to Co-Owners
November 3	--Proxies due to Cardinal Management Group
November 12	--Annual Meeting

COURT REPRESENTATIVES GROUP

(Third Tuesday of month, 7:30 pm, FCC, 3308 S. Stafford St.)

(No meetings in April, August, November, & December)

January 15 (4820 S. 31 st St.)	June 17
February 19	July 15
March 18	September 16
May 20	October 21

FINANCE COMMITTEE

(7:30 pm, normally at 3525B S. Stafford St.)

January 8	July 8
February 12	August 12
May 6	December 9
June 10	