



# The Glen Echo

Newsletter of Fairlington Glen

December 2017

## Fairlington Glen Holiday Greetings

On behalf of the Fairlington Glen Board of Directors, I am taking this opportunity to wish you and yours a Merry Christmas, Happy Hanukkah, and a Happy New Year. May this holiday season be safe and joyous for you, your family, and your friends.

This is also a great time to remind you about some holiday schedule changes.

Capitol Services of Virginia, our trash and recycling contractor, will be closed on both Christmas and New Year's Day. Please do NOT leave trash out for pick up on either of these mornings. Because both holidays fall on Mondays, we are looking at two days in a row each week without trash service. But do not fear as trash service will resume as scheduled on Tuesday, December 26 and Tuesday, January 2.

After the holidays, Capitol Services will offer four days to collect/recycle live Christmas trees. These four days are the ONLY days to dispose of your live Christmas tree for recycling purposes. Please do not put your tree out with your regular household trash. Instead, take your tree to the curb near the entrance to your court where recycling is normally collected. Tree pick ups will take place on the following mornings:

**Tuesday, January 2 / Thursday, January 4**

**Tuesday, January 9 / Thursday, January 11**

Both Cardinal Management Group and our maintenance staff will be on a holiday schedule with the following changes:

**Monday, December 25 - OFF**

**Monday, January 1 - OFF**

Thanks again for your attention to these matters. Happy Holidays!

*Jay Yianilos*

The *Glen Echo* is published monthly. Our editor is always looking for ideas or input. If you have something to put in the newsletter, please e-mail Jay Yianilos at [jasonyianilos@yahoo.com](mailto:jasonyianilos@yahoo.com).

The *Glen Echo* is published online on the Glen's web site, at <http://www.fairlington.org/glennewsletters.htm>

To be notified by e-mail when the latest edition is published, with a link to the newsletter, give us your e-mail address by signing-up for Glen Alerts via the Glen's web site. Your e-mail address will be used only for official Glen business.

# Glen Elects New Board For 2018

At the Glen's Annual Meeting on November 2, 2017, a quorum was reached and the election results were announced.

Maynard Dixon was elected to the Board of Directors for a term of three years by a vote of 41.44% of the voting interest (95% of the votes cast).

William J. Layer was elected to the Board of Directors for a term of three years by a vote of 36.11% of the voting interest (83% of the votes cast).

In addition, the 2018 budget was approved by a vote of 40.5% of the voting interest (92% of the votes cast) and the minutes of the 2016 Annual Meeting were approved by a vote of 42.87% of the voting interest (99% of the votes cast).

Immediately following the Annual Meeting, the new Board held an organizational meeting to choose its new officers for 2018. They are:



President William J. Layer

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Vice President Thora Stanwood

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Secretary Bill Worsley

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Treasurer Maynard Dixon

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At-Large Member Lee Henry

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# Schedule Of Monthly Fees For 2018

<u>UNIT TYPE</u>	<u>% OWNERSHIP</u>	<u>2018 MONTHLY FEE</u>
Arlington	.00379	\$508
Barcroft (I)	.00243	\$325
Barcroft (E)	.00250	\$335
Braddock (I)	.00195	\$261
Braddock (E)	.00202	\$271
Clarendon (I)	.00297	\$398
Clarendon (E)	.00304	\$407
Dominion	.00351	\$470
Edgewood (I)	.00263	\$352
Edgewood (E)	.00270	\$362

*(I = inside unit / E = end unit)*

**Payment is due on or before the first day of each month, and a \$25 late fee will be assessed for payments received after the 10th of the month.**

## How To Pay Your Monthly Fee



Cardinal Management will send out the 2018 payment coupon books to co-owners who are not signed up for direct debit of their accounts. If you do not receive your coupon booklet by 12/20/17, please contact Cardinal at 703-569-5797. Co-owners who choose this method simply mail their coupon and check to Cardinal each month.

Co-owners can also choose to authorize Cardinal to directly debit their bank accounts for the payment of monthly fees by filling out the form on page 4 of this newsletter and mailing it to Cardinal at the address noted on the form with a voided check. This free automatic debit seems to be the easiest method for most in the Glen. As noted on the form, the direct debit authorization will remain in effect, and will be adjusted automatically by Cardinal each year to reflect changed fee levels, until you provide written notification of its termination.

Some co-owners may have automatic bill arrangements with their banks (without directly debiting their account by Cardinal). In this case, you should update these arrangements with your bank to reflect the new fee levels.

Cardinal also allows you to pay each month online through their website, although there are service charges involved with each transaction. For more information, please go to <http://www.cardinalmanagementgroup.com/welcome.cfm> and follow the "For Homeowners: Click here to make payments" link.

# AGREEMENT FOR PRE-AUTHORIZED PAYMENTS

Association/Community Name \_\_\_\_\_

Unit Address \_\_\_\_\_

I, the owner of the unit address above, authorize Cardinal Management Group, Inc., on behalf of the Association, to initiate debit entries in the amount of my Association assessment from the account indicated below. I also authorize the Financial Institution named below to debit same to such account.

Financial Institution Name \_\_\_\_\_

Routing No. \_\_\_\_\_ Account No. \_\_\_\_\_

This authority is to remain in full force and effect until the Association and the Financial Institution have received written notification from me of its termination in such time and manner as to afford the Association and the Financial Institution a reasonable opportunity to act upon the request. I further understand that payments will be deducted from my account between the first and tenth of each month in which the assessment is due, and should my payment be returned for any reason, I understand that I can be terminated from the program and I will be charged a \$75.00 administrative fee. **A VOIDED CHECK (NOT DEPOSIT SLIP) MUST BE ATTACHED.**

**IMPORTANT NOTE: VERIFICATION OF ENROLLMENT INTO THE DIRECT DEBIT PROGRAM WILL BE SENT VIA EMAIL. PLEASE BE SURE TO INCLUDE YOUR EMAIL ADDRESS BELOW.**

Name(s) \_\_\_\_\_

Email Address (where verification will be sent) \_\_\_\_\_

Date \_\_\_\_\_ Signed (Owner) \_\_\_\_\_

*Please return this form with a voided check to:*

*Cardinal Management Group, Inc., 4330 Prince William Parkway, Suite 201  
Woodbridge, VA 22192.*

I prefer to receive my notification by mail. Please mail my notification to:

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

# Congratulations To Court 6

At Fairlington Glen's Annual Meeting on Thursday, November 2, Court 6 was awarded the annual Most Improved Water Usage Award. Court 6's water usage in the four quarters ending August 2017 decreased 20.1% over the three previous years' average. The Board of Directors applauds this example of good citizenship within our community.



There are many easy steps to reduce water usage, and here are a few:

1. When buying new washing machines, dishwashers, or toilets buy those with ENERGY STAR ratings that use less water and save energy.
2. Run your dishwasher & washing machine only when filled to capacity.
3. Check your pipes and faucets for small leaks.
4. Turn off the tap while you shave or brush your teeth.

We appreciate anything you can do to help keep our water usage costs down.

## Board Approves New Contracts

At its October 10 meeting, the Board voted not to exercise the option year of its landscape maintenance contract with Lancaster Landscapes effective December 31, 2017 and approved a new contract for 2018 in the amount of \$69,638.52 with Environmental Enhancements, Inc. (EE) beginning January 1, 2018. This will mark a return for EE to the Glen. EE had been the Glen's landscape contractor for several years prior to 2017.

Also at the October 10 meeting, the Board voted to approve a contract in the amount of \$9,900 with Atlantic Pool Service for pool covers. These covers will be for both the main pool and the baby pool and will protect our pools during the offseason. It is not known yet if the pool covers will be ready in time for the upcoming winter months.



At the Board's November 14 meeting, a contract was approved in the amount of \$22,884 (a reserve account expenditure) with Banana Banner of Alexandria, VA for brand new court signs.

It is no secret that the Glen's existing court signs, found at the entrance to each courtyard parking lot, have seen better days.

The new signs (see the example to the left) will be made of a foam material that resembles wood. Each sign will be mounted with two posts. The signs are currently in production, and we anticipate installation in the first quarter of 2018...weather permitting of course.

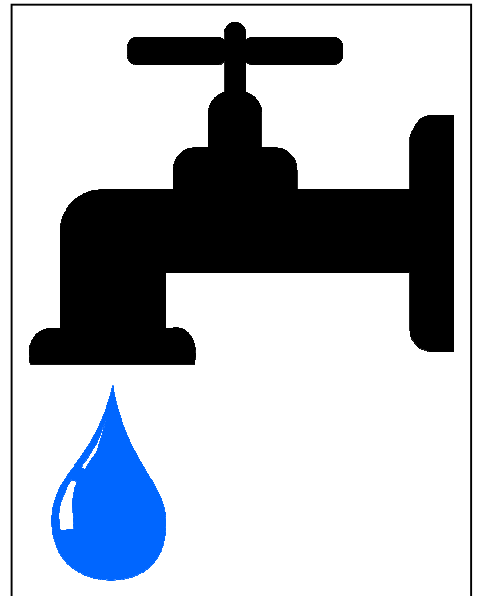
# Pipes Within Units Are Co-owner Responsibilities

Co-owners are responsible for all pipes within their units including those that pass through their units but serve other units. Burst pipes are the co-owner's responsibility, so be sure to take precautions.

During the winter months, residents should shut off water to outside faucets, remove hoses, and open outside spigots. Also, thermostats should be set no lower than 55 degrees to protect indoor pipes.

In all but the B Building units, the front water spigot turnoff is typically located above the water heater and the back water spigot turnoff is under the kitchen sink. In B Buildings, the lower unit apartments' front and back water spigot turnoffs are in the laundry room above the water heater.

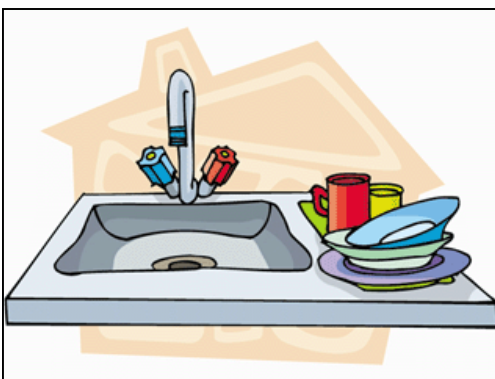
Please take the time now to find and label your water spigot turnoffs so you'll be prepared as colder weather approaches. And again, disconnect your hoses and bring them indoors for the winter.



In addition, you should also know where your unit's main water supply valve is located so you can quickly shut off the water to your unit if a pipe breaks. If pipes are exposed to cold air, wrap them with insulation. The most vulnerable pipes are along exterior walls and those that bring water into a home or building at its foundation. If you see any leakage on the common intake side of your shut-off valve, call a plumber without delay because water flowing to that segment can be cut off only from outside the building.

During periods of extreme below freezing temperatures outside, keep pipes inside in kitchen cabinets and bathroom vanities warm by opening the doors to the cabinets and vanities to let heat in. Also, keep an upper-floor cold water tap open just enough for a drip to keep water moving through the pipes. Be sure to keep an eye on the tap.

# Sink Back Ups Are Also Co-owner Responsibilities



As is the case with water supply pipes, water drainage lines (whether from the kitchen, bathroom, or laundry area) are unit components and are the maintenance and repair responsibility of individual co-owners to the point where they exit through the underground sanitary sewer system beneath the basement floor slab.

Fixing drainage problems, especially from sinks, sometimes requires cooperation between two adjoining owners, whose lines are in the wall that separates the units, with ownership extending to the center line. Drain lines may converge to a single line in the wall, requiring a plumber to access the line from one or

both units. This is true whether the units are in a B-building or are two townhouses whose kitchens back to each other. In a B-building, of course, fixing sink back ups often requires the cooperation and shared expense of four co-owners/residents.

Always refer to the Chart of Maintenance, Repair and Replacement Responsibilities contained in Policy Resolution 07-1 and found on pages 75-78 of the Glen Handbook.

# You Asked - Budget Questions Answered



During the 2017 electronic voting process, several co-owners posted anonymous questions in the comment section. They were addressed at our Annual Meeting in November; however, each is also answered here by Treasurer Maynard Dixon.

**1. I would like to recommend the budget be adjusted a bit to add more furniture to the pool. This year I saw many times that there was a lack of chairs (lounge and regular) for residents. Functioning umbrellas for each table would be great too.**

Here is what we have been recently spending, or planning to spend, for pool furniture:

2018 - \$1100 / 2017 - \$1100 / 2016 - \$7204 / 2015 - \$0

You can see that, in 2016, we made a big purchase, getting a lot for our money by choosing to rehab rather than purchase new. We will always consider purchases for the pool and get the best value for our money, keeping in mind that we have ever-increasing maintenance needs throughout the Glen. But our annual additions to the Pool Committee's budget (used for events) demonstrate that we appreciate our fine pool facility.

**2. My comments from last year have not been addressed. I want to know why we are not aiming to save money. Why do we just go with a status quo 2% rise every year? Try to save some money once in awhile.**

In the 2018 budget, we have reduced landscape spending. We have also deferred cycled maintenance spending by a year, as explained in the November newsletter.

As explained in much greater detail in the August newsletter, we have been designing our budgets to maintain the Glen's property, without borrowing or special assessments, in the face of: (1) the rising maintenance expenses and deterioration that can be expected in an aging community like ours; and (2) our failure to fully fund our reserves, i.e. to keep reserves = accrued depreciation, in prior decades. The fact that we are not fully funded is well documented in our reserve study (posted on our website), which is probably the best in the Fairlington area. As further explained in the August newsletter, our reserve funding needs are more likely understated than overstated.

We are planning for the long haul. Our budgeted gross contribution levels are designed (1) to meet current replacement needs, for assets such as roofs (roughly \$350,000 annually), and (2) to bring the Glen up to fully funded reserves (reserves = accrued depreciation) over a 20-year period. Our reserve funding needs are well documented in our reserve study (posted on our website).

To attain full funding, we must gradually dig ourselves out of the hole created in prior decades, when transient residents contributed little to replacement reserves before they moved out. This lack of attention to reserves was common until Virginia enacted

*(continued on page 8)*

legislation requiring reserve studies every five years.

We need to avoid the creeping shabbiness and leaking roofs, etc., that result when maintenance and replacement are postponed, and we get complaints from co-owners when our property is not well maintained.



### **3. What is this reserve fund?**

Funds from our reserve accounts are disbursed only for (1) replacement of existing depreciable assets, such as a roof, or, occasionally, (2) for purchase of a new depreciable asset, such as a drain installation. They are not dispersed for maintenance expenditures, such as for spot roof and gutter work, painting, or carpentry repairs. The use of our reserves for any other purpose would cause tax problems, as an allocable portion of depreciation expense can be added to the cost basis of a co-owner's property whereas operating expense cannot.

Our reserve funds are mainly kept in a brokerage account with Morgan Stanley Investments. Smaller portions of our reserves are kept in (1) a soon-to-expire CD account with United Bank here in Virginia (about \$200,000), and, pending disbursement when contracted work is done (3) our operating account with Mutual of Omaha Bank.

### **4. How much is in the reserve fund?**

As of 9-30-17, our uncommitted replacement reserves totaled \$2,416,088. We also have a contingency reserve of \$109,168, which protects us against unanticipated regular budget expenditures.

### **5. Can we contribute less to the reserve fund? Maybe only \$500K a year?**

I would not recommend this. First, please keep in mind that our budgeted reserve contributions are gross contributions, not net additions. In other words, we are spending from reserves as well as adding to them.

We are planning for the long haul. Our budgeted gross contribution levels are designed (1) to meet current replacement needs, for assets such as roofs, and (2) to bring the Glen up to fully funded reserves (reserves = accrued depreciation) over a 20-year period. Our reserve funding needs are well documented in our reserve study (posted on our website), which is probably the best in the area. As further explained in the August newsletter, our reserve funding needs are more likely understated than overstated.

To attain full funding, we must gradually dig ourselves out of the hole created in prior decades, when transient residents contributed little to replacement reserves before they moved out. This lack of attention to reserves was common until Virginia enacted legislation requiring reserve studies every five years.

The alternative would be a Glen that, in the long haul, will be unable to maintain its property without borrowing or special assessments. This is explained in much greater detail in the August newsletter.

### **6. When are we going to take a serious look at the budget and curb expenses like postage? Who in this day and age needs postage? We need to look**

*(continued on page 9)*



## **at doing things better and get creative...do better than status quo.**

In our use of modern techniques, the Glen has progressed along with other technology-wise entities - to the point where we are light years ahead of where we were only six years ago. We have a website with fillable forms and essential documents. We have a Microsoft cloud account that is used for hyper-links. I keep computerized budget and audit spreadsheets. I examine, and make searchable, the invoices every month. Our two employees are being taught to use computers that are up-to-date and use up-to-date software.



Our postage costs are trivial and declining - 2012 - \$514 / 2016 - \$164.

Postage expenses, will, however, have a bottom floor. Regular mail is legally required for certain types of notifications. We cannot neglect aging or handicapped co-owners who are not able to use computers. Some out-of-town co-owners can only be reached by regular mail. Other co-owners have not given us any other means of communication.

### **7. Why do we put \$600+K into a reserve account every year? How large is the reserve account? Why is that not stated on the budget? What is the reserve account for? Could we use the reserve account to offset these outrageous community expenses?**

I would not recommend this. First, please keep in mind that our budgeted reserve contributions are gross contributions, not net additions. In other words, we are spending from reserves as well as adding to them.

We are planning for the long haul. Our budgeted gross contribution levels are designed (1) to meet current replacement needs, for assets such as roofs, and (2) to bring the Glen up to fully funded reserves (reserves = accrued depreciation) over a 20-year period. Our reserve funding needs are well documented in our reserve study (posted on our website). As further explained in the August newsletter, our reserve funding needs are more likely understated than overstated.

To attain full funding, we must gradually dig ourselves out of the hole created in prior decades, when transient residents contributed little to replacement reserves before they moved out. This lack of attention to reserves was common until Virginia enacted legislation requiring reserve studies every five years.

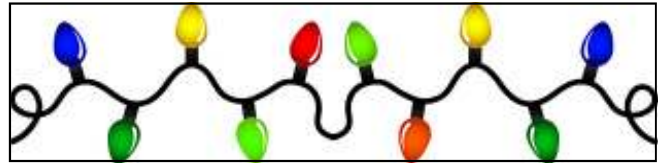
As of 9-30-17, our uncommitted replacement reserves totaled \$2,416,088. We also have a contingency reserve of \$109,168, which protects us against unanticipated regular budget expenditures.

The size of our reserves was stated in the August newsletter explaining the budget spreadsheet.

Funds from our reserve accounts are disbursed only for (1) replacement of existing depreciable assets, such as a roof, or, occasionally, (2) for purchase of a new depreciable asset, such as a drain installation. They are not dispersed for maintenance expenditures, such as for spot roof and gutter work, painting, or carpentry repairs. The use of our reserves for any other purpose would cause tax problems, as an allocable portion of depreciation expense can be added to the cost basis of a co-owner's property whereas operating expense cannot.

# Holiday Decorating Reminder

The holiday season is underway, and therefore it's a good time to remind all co-owners and residents about outdoor decorations. Holiday, seasonal, and special occasion decorations are permitted on unit window sills, on doors, or in close proximity to the unit. However, all decorations are to be removed within a reasonable period of time after the event has occurred.



Enjoy the holidays, and if you decorate please plan to remove all decorations in a timely manner.

## Santa Claus Is Coming to Fairlington

Santa Claus and his elves will be visiting both North and South Fairlington riding atop Fire Engine 107 on Saturday, December 16 from 3:00 to 5:00pm...barring any fire emergencies, of course.

Santa will briefly stop at the North Fairlington Community Center parking lot (3005 S. Abingdon Street) and the Fairlington Community Center (3308 S. Stafford Street) to hear what children in Fairlington may want for Christmas this year.

Don't miss this Fairlington holiday tradition that's always a favorite for kids of all ages.

In the event of severe weather, Santa's trip may be cancelled. If so, an announcement will be made on the Fairlington Citizens Association (FCA) Facebook page. For more details about Santa's route, check out the FCA's website at [www.fca-fairlington.org](http://www.fca-fairlington.org).

## Secret Santas Needed



Arlington County is once again asking residents to donate gift cards from area stores to help needy families, seniors with low income, and children in foster care to buy gifts or food this holiday season.

Gift cards will be distributed by the County's Department of Human Services to more than 1,000 needy individuals in the community. The cards should be of no more than \$25 in value, but Secret Santas may send multiple gift card donations. Cards from grocery stores, drug stores, clothing stores, and department stores are encouraged. All gifts should include the value of the card (if it's not already printed on the card).

Checks are also welcome - payable to Arlington County Treasurer/Secret Santa. The Department of Human Services will use your donation to purchase gift cards.

**Make your donation by December 15 by sending gift cards to:**

**Secret Santa Program**

**c/o Kurt Larrick, Arlington County Department of Human Services**

**2100 Washington Blvd., 4th floor**

**Arlington, VA 22204**

***Please include your return address so the County can send you a thank you note and tax receipt***

# Winter Is Coming; The Glen Is Prepared



Winter doesn't officially begin until December 21, but preparations for wintry weather began in the late summer/early fall here in the Glen.

Our onsite staff has plenty of ice melt and sand on hand (leftover of course from last year's mild winter), which is stored in the maintenance shop. Ice melt products are used on sidewalks and walkways to residences. Sand alone will be used on our brick stoops from now on to prevent erosion to the structures. The snow blade will be attached to the tractor to help clear sidewalks as soon as the forecast calls for wintry weather. And our snow blower is ready for action.

In September the Board unanimously approved a proposal from NVM Contractors for snow plowing/sanding services on an as-needed basis for our courtyard parking lots. NVM has been our contractor in years past, and they do terrific work clearing the Glen during snowstorms.

The association provides limited snow removal from parking areas and sidewalks. Contractors and onsite staff begin work as soon as is reasonably possible after significant snow accumulations. Keep in mind, though, the contractors and onsite staff do NOT live in the Glen. It has to be safe for them to travel here from their homes.

The Board encourages residents to contribute to snow removal in the areas around their units and parking lots AND to help elderly residents by shoveling snow from areas near their homes.



## A Great Holiday Gift Idea



The Fairlington Historical Society's (FHS) *Fairlington At 50: May 1943-May 1993*, the definitive history of our community, is available for \$20 plus \$3 for postage and handling.

Written by Catherine D. Fellows, who lived in the Glen until her death in 2010, the book is filled with photographs, history, and stories of Fairlington's development & neighborhood life. The book was recently updated in 2003 and was published again in 2012 in a memorial edition dedicated to its author. It's a perfect holiday gift for both neighbors and former neighbors or even yourself, especially if you're curious to learn more about the history of Fairlington.

To order, download the order form at the FHS website, [www.fairlingtonhistoricalsociety.org](http://www.fairlingtonhistoricalsociety.org) OR call Patty Clark at 703-820-7328.

# Don't Miss The Area's Holiday Craft Fairs

Still shopping for friends and loved ones this holiday season? Running out of ideas or having trouble finding something unique to buy as a gift? Have no fear thanks to a wide variety of local holiday craft shows where you may just find the perfect gift or even a nice accessory to add to your home.



Each of these events features a variety of quality handmade items such as ornaments, pottery, woodwork, quilts, dolls, clothing, paintings, and/or glasswork.

## **13th Annual Downtown Holiday Market**

Now thru December 23 / Noon-8pm daily

Features 60 exhibitors and live entertainment in front of the Smithsonian American Art Museum and the National Portrait Gallery on the F Street sidewalk between 7th and 9th streets, NW.

## **Holiday Arts & Crafts Show**

December 2 & 3 / Saturday 9am-4pm and Sunday 10am-3:30pm

Hosts 100 of the area's finest artisans at the Audrey Moore Rec Center at 8100 Braddock Road in Annandale. Admission is \$2, but 12 and younger are FREE

## **Falls Church Holiday Craft Show**

December 2 & 3 / Saturday 9am-4pm and Sunday 11am-4pm

More than 50 crafters and merchants are expected at the Falls Church Community Center at 223 Little Falls Street in Falls Church. Admission is just \$1.

## **58th Annual Washington-Lee High School Holiday Bazaar**

December 2 / 10am-4pm

More than 70 local artisans will be offering quality handcrafted gift items at the high school at 1301 N. Stafford Street in Arlington. FREE admission.

## **Sugarloaf Crafts Festival**

December 8-10 / Friday 10am-6pm, Saturday 10am-6pm, and Sunday 10am-5pm

More than 300 top artisans from the DC area and surrounding states will be on hand at the Dulles Expo Center in Chantilly. Admission is \$10 at the door, but save \$2 if you buy tickets online before the show begins.

## Fairlington Glen Contact List (December 2017)

### BOARD OF DIRECTORS: Meets second Tuesday of the month

President	Bill Layer	4110 S. 36th	703-933-9197	<a href="mailto:wlayer@aol.com">wlayer@aol.com</a>
Vice President	Thora Stanwood	3551 S. Stafford, #A1	703-998-7812	<a href="mailto:thorastanwood@gmail.com">thorastanwood@gmail.com</a>
Treasurer	Maynard Dixon	4316 S. 35th	703-379-9786	<a href="mailto:MaynardDixon@verizon.net">MaynardDixon@verizon.net</a>
Secretary	Bill Worsley	4314 S. 35th	571-290-4165	<a href="mailto:wdworsley@gmail.com">wdworsley@gmail.com</a>
At Large	Lee Henry			<a href="mailto:henryleejeff@gmail.com">henryleejeff@gmail.com</a>

### COURT REPRESENTATIVES GROUP (CRG): Meets as called

Chairperson	Carol Goodloe (Court 10)			
1 (27 units)	<b>VOLUNTEER NEEDED</b>			
2 (26)	Thora Stanwood	3551 S. Stafford, #A1	703-998-7812	<a href="mailto:thorastanwood@gmail.com">thorastanwood@gmail.com</a>
3 (27)	Ellen O'Connor	3565A S. Stafford	530-219-0159	<a href="mailto:eoconnor27474@gmail.com">eoconnor27474@gmail.com</a>
4 (23)	<b>VOLUNTEER NEEDED</b>			
5 (17)	Florence Ferraro	4118 S. 36th, #B2	703-927-6950	<a href="mailto:fdferraro1@verizon.net">fdferraro1@verizon.net</a>
6 (24)	Jeremy Wiedemann	4172 S. 36th	323-434-3260	<a href="mailto:jmwiedemann@gmail.com">jmwiedemann@gmail.com</a>
7 (16)	Anna Reilly	4204 S. 36th, #B1	202-441-2029	<a href="mailto:anna-reilly@hotmail.com">anna-reilly@hotmail.com</a>
8 (16)	<b>VOLUNTEER NEEDED</b>			
9 (22)	Roxanne Sykes	3513 S. Utah	703-567-4865	<a href="mailto:roxannesykes@comcast.net">roxannesykes@comcast.net</a>
10 (25)	Carol Goodloe	4343 S. 36th	703-379-7260	<a href="mailto:cagoodloe@comcast.net">cagoodloe@comcast.net</a>
11 (22)	Bob Patrician	4229 S. 36th	703-379-5379	<a href="mailto:bob.patrician@comcast.net">bob.patrician@comcast.net</a>
12 (22)	Robert Wilson	3576 S. Stafford	703-578-4972	<a href="mailto:tunaan@verizon.net">tunaan@verizon.net</a>
13 (23)	Charlie Robbins	3534 S. Stafford	703-907-9842	<a href="mailto:cbrobbins63@gmail.com">cbrobbins63@gmail.com</a>
14 (14)	Ellen McDermott	4206 S. 35 <sup>th</sup>	703-575-7864	<a href="mailto:ellenmcdermott@yahoo.com">ellenmcdermott@yahoo.com</a>
15 (36)	Mike Hahn	4270 S. 35th, #A2	703-578-3138	<a href="mailto:mhahn10262@cs.com">mhahn10262@cs.com</a>
16 (12)	Maynard Dixon	4316 S. 35th	703-379-9786	<a href="mailto:maynarddixon@verizon.net">maynarddixon@verizon.net</a>

### Other Coordinators and Committee Chairs:

Archivist	Margaret Windus	3525B S. Stafford	703-379-1718	<a href="mailto:bowindus@gmail.com">bowindus@gmail.com</a>
Basketball	Patrick Murray	4144 S. 36th	703-931-7178	<a href="mailto:pgmurray@att.net">pgmurray@att.net</a>
Finance	Maynard Dixon	4316 S. 35th	703-379-9786	<a href="mailto:MaynardDixon@verizon.net">MaynardDixon@verizon.net</a>
Glen Echo	Jay Yianilos	3570 S. Stafford, #B1	703-888-1826	<a href="mailto:jasonyianilos@yahoo.com">jasonyianilos@yahoo.com</a>
Landscape	Barbara Dean			<a href="mailto:glenlandscaping@gmail.com">glenlandscaping@gmail.com</a>
Pool	Monica Wiedemann	4172 S. 36th	805-807-9237	<a href="mailto:msovero@yahoo.com">msovero@yahoo.com</a>
Recreation Passes	Nan Lukmire	4234 S 35th	703-578-4844	<a href="mailto:glenpoolpass@gmail.com">glenpoolpass@gmail.com</a>
Tennis	Will Smith	3525 S Utah	703-578-1076	<a href="mailto:willregina@verizon.net">willregina@verizon.net</a>
Variance	Greg Lukmire	4234 S 35th	703-578-4844	<a href="mailto:glukmire@verizon.net">glukmire@verizon.net</a>
Yahoo	Alison Trimble	4280 S 35 <sup>th</sup>	703-931-7096	<a href="mailto:alisont@comcast.net">alisont@comcast.net</a>
On-Site Staff	María Castro and Nelson Ordoñez		703-820-9567	<a href="mailto:fairlingtonglenstaff@hotmail.com">fairlingtonglenstaff@hotmail.com</a>
Property Manager	Candace Lewis, Cardinal Management Agent		703-565-5244	<a href="mailto:c.lewis@cardinalmanagementgroup.com">c.lewis@cardinalmanagementgroup.com</a>

**EMERGENCY NUMBER** (after business hours and on weekends and holidays) **866-370-2989**

***NOTE: The Glen does not retain contractors for, or allow staff to undertake, repairs that are a co-owner responsibility under its Bylaws (such as sink back ups), absent emergency where the co-owner is unable to act (disabled, out-of-town, etc.).***

# December 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12 Board Meeting - 6:45p/FCC	13 	14 Landscape Meeting - 7:15p/FCC	15	16  Santa's Ride Thru Fair- lington/3-5p
17	18	19	20	21  First Day of Winter	22	23
24	25  MERRY CHRISTMAS NO TRASH PICK UP	26	27	28	29	30
31 NEW YEAR'S EVE						

# January 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 	2	3	4	5	6
7	8	9 <b>Board Meeting - 6:45p/FCC</b>	10	11 <b>Landscape Meeting - 7:15p/FCC</b>	12	13
14	15 <b>Martin Luther King Day</b> 	16	17	18	19	20
21	22 <b>Court Reps Group Meeting - 6:30p/FCC</b>	23	24	25	26	27
28	29	30	31			