

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

February 8, 2022 Board Minutes

Online via ZOOM

ATTENDEES: Charlie Robbins (President), Maynard Dixon (Treasurer), TJ Doyle (At-Large Member), Susan Hunchar (Secretary), Candace Lewis (Management Agent), Amy Steliga (On-Site Manager).

CALL TO ORDER: The meeting was called to order at 6:30 p.m. by the President via Zoom.

RESIDENTS' FORUM:

Lori Derkay (Ct. 12 Rep and Pool Committee Co-Chair), Angela Donatelli (Ct.6 and Landscape Committee), Seth Theuerkauf (Court 6 and Maintenance Committee), Florence Ferraro (Court 5 and Landscape Committee) and Jay Yianilos (Editor, The Glen Echo)

Lori Derkay asked if there were any information on water issues in Court 12 after the two days of heavy rains. The On-Site manager replied that Hemax (Hemax Construction and Landscaping) came out on the day after to check and is preparing a proposal.

BOARD MEETING MINUTES: 02.08.2022.01 MOTION. Moved to approve the minutes of the January 11, 2022 Board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President: The President thanked the On-Site Staff for all the work done during this winter season under the direction of the On-Site Manager and the Management Agent. He reported that Maria (Castro) of our On-Site Staff was injured on Monday, Jan. 24 while she & Nelson (Ordonez) were removing a tree limb. She has been on leave and under doctor's care. He noted the On-Site Manager has ordered hard hats for the staff and has made sure that the staff will handle only items that they can handle safely and professional crews will continue to be hired for large items. The President noted that owners might want to consider using the Cardinal Management autopay system instead of mailing monthly fees. His mailing for the January 2022 fee took about 30 days! He also noted that there are a lot of cost increases due to the virus, material shortages, shipping and labor that may present stress on the present Glen budget and the Treasurer will have stress when compiling the 2023 Glen budget.

Vice-President: The Vice-President was not present.

Treasurer: The Treasurer reported that after checking the cost-of-living adjustment (COLA) statistic invoked by Cardinal Management Group under its contract with the Glen, he had no objection to renewal of Cardinal's contract at a COLA-adjusted higher annual fee of \$69,708.04, effective January 1, 2022. He also noted that Cardinal was increasing its separate Account 61300 Payroll Administration fee from 6% of sum of the included accounts to 7.5%.

02.08.2022.02 MOTION. Moved to approve the tot lot pea gravel proposal of Professional Grounds, Inc. for \$3688.12. Motion approved unanimously.

He asked the Management Agent if there has been any progress with having Verizon reimburse the Glen for the damaged pipe and suggested a telephone call to start the discussion with Verizon and follow up with a demand letter from legal counsel the approved demand letter if there has not been any progress. The Management Agent explained the difficulties of getting all the details for the attorney since the issue began with a former On-Site Manager who first dealt with the issue used her own email system to correspond with Verizon and the Management Agent nor the Glen has access to that system. The Treasurer then suggested that when she contacts Verizon, she let them know that we have authorized legal action.

The Treasurer asked Seth Theuerkauf to report on the present situation with EcoTek Power Wash for work to be done in Courts 6-8 and Court 5.

02.08.2022.03 MOTION. Moved to approve the EcoTek Power Wash proposal for soft-washing of roofs and wood in Courts 6-8 (except one roof in Court 6) and re-cleaning the wood surfaces in Court 5 for \$10,975.00. Motion approved unanimously.

Secretary: **02.08.2022.04 MOTION.** Moved to ratify the earlier email vote by the Board that unanimously approved the variance request of Miranda Joy Bickelhaupt for modifications to 4331 36th St. South of the dining room and kitchen window frames and door, patio downspout, brick work incorporating the Glen's brick and mortar requirements (Brick A (Beechwood) for all brick work, mortar 224 with orange sand on all walls and mortar OCC with orange sand on all stoops) and removing the dividing wall between the dining room and kitchen to create the opening for a 40"x 28" kitchen island. Motion approved unanimously.

At-Large Member: He thanked Nelson, Maria and Amy for all their work during this winter, those volunteering their time to be on committees and attend the meeting, and Candace for being here.

COMMITTEE REPORTS

Pool Committee: The Co-Chair noted that she was following up on the possibility of the Glen purchasing and installing a pool lift chair. She recommended working with Atlantic Pools, Inc. since they are our pool contractor and had begun to research appropriate companies and equipment. Atlantic had suggested a cost of approximately \$8600.00

02.08.2022.05 MOTION. The President moved to authorize the Co-Chair to contact Atlantic Pools, Inc. to proceed with a formal proposal for a pool lift chair. The Treasurer seconded the motion and stated that funding would be a “reserves” item. The motion passed unanimously.

The Co-Chair discussed the Glen’s depreciation method for the lift with the Treasurer. She also asked the President about presenting the proposal to the Board before the March meeting so as to commit before a price increase. The President agreed.

Atlantic is expecting to have some international guards this year and the Co-Chair thanked Jay Yianilos, Editor of The Glen Echo, for putting an advertisement for hiring local pool lifeguards in the February, March and April issues.

Landscape Committee: The President thanked the Secretary for helping with the reorganization of the committee. He also announced the walk through of the Glen by the Landscape Committee on Sat., Feb. 12 to help formulate the package for the seasons’ work. The President also thanked all who have been working on the committee. The Management Agent asked the Secretary if a Chairperson had been formally selected and appointed and the Secretary replied that will be done very soon.

Maintenance Committee: Seth Theuerkauf reported that the soft washing discussed earlier was the only matter for this meeting.

Fence Committee: The On-Site Manager reported that the Vice-President and she met to discuss and walk the property to see various problems with the present fences. She noted that the Vice-President gave her a spreadsheet that gives each component of the fencing and she will do a comprehensive inspection of the fencing to give an idea as to what is needed.

MANAGEMENT REPORT

The Management Agent reported that the Community Associations Institute (CAI) is hosting their annual conference and expo on March 26 at the DC Convention Center that would be interesting and helpful. Jay Yianilos described the activities of the Expo and reported that after hearing about issues of other condo associations, the Glen had been doing well. The Management Agent also reported that she is presenting a class on reserve studies and the CAI is sponsoring a scholarship fund for high school seniors. She reported that the On-Site Manager presented Nelson (Ortega) his award for being on the Glen’s Onsite Staff for 25 years.

The On-Site Manager reported that flooding in two common areas of Court 12 was checked by Hemax the day after the heavy storms. She also reported that Hemax presented a proposal for 3562 S. Stafford St. Lori Derkay of Ct. 12 added that there is a third area that floods in Ct 12 behind 2 units at the entrance to the court (3584 and 3582) and reported that she had sent photos of that area to the previous On-Site Manager. The On-Site Manager will follow up.

The President asked if it would be useful for Glen owners to attend the CAI conference and expo. The Management Agent suggested it would not unless they were representing the Glen. The President asked about the Glen making a contribution to the CAI scholarship fund, and the Treasurer had no objection. Management Agent reported that it would be acceptable.

02.08.2022.06 MOTION. Moved to approve the donation of \$100.00 to the Community Associations Institute (CAI) Scholarship Fund. Motion passed unanimously.

The Treasurer asked if there were any updates to the task list and the On-Site Manager replied that there are none.

The On-Site Manager reported that Restoration Engineering, Inc. (REI) is working on the community-wide drainage issues and will give us something more definite for our project.

New Business - None

EXECUTIVE SESSION Moved to go into Executive Session at 7:13 pm. Motion passed unanimously.

The Board reconvened in regular session at 7:18 p.m.

ADJOURNMENT The meeting was adjourned at 7:20 p.m. by the President.

Respectfully submitted,

Susan Hunchar, Secretary

The next scheduled meeting of the board is March 8, 2022 at 6:30 p.m. and will be held virtually again via Zoom.