

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

June 14, 2022 Board Minutes

Online via ZOOM

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

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

RESIDENTS' FORUM: Maren Smith (Ct. 3); Jim Heileman (Ct. 12 and Landscape Committee); Lori Derkay (Ct. 12 Rep and Pool Committee Co-Chair); Mary Stephens (Landscape Committee Co-Chair and Ct. 12); Jay Yianilos (Editor, The Glen Echo)

BOARD MEETING MINUTES: 06.14.2022.01 MOTION. Moved to approve the minutes of the May 10, 2022 Board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

The President approved having the Treasurer report first due to a possible need to leave the meeting.

Treasurer: 06.14.2022.02 MOTION. Moved to have Management instructed (a) to reallocate \$12,735.61 from Account 20410 Members Equity to Account 25620 Reserve Contingency; and (b) on the asset side of our accounts, to transfer the same amount from our operating fund bank account to our contingency bank account. Motion passed unanimously. The Treasurer explained that each year we do an inter-equity accounts transfer to ensure that we have adequate funds in our operating bank account but not more than needed. The \$12,735.61 is our overall budget surplus for 2021. When we have a loss, we move funds in the opposite direction.

06.14.2022.03 MOTION. Moved to approve the audit contract in Management Exhibit I, proposed by Goldklang Group, CPAs, for their audit of 2022. Motion approved unanimously.

The Treasurer announced that the 2022 Annual Meeting will be Thursday, Nov. 3 and noted that the Board will need to have a quorum for the July Board meeting to vote on a budget for 2023, which must be presented in the August 2022 newsletter. The President noted that the Annual Meeting will be virtual on Zoom.

President: The President noted that the Glen is running very smoothly in spite of challenges. The pool is open and he thanked the Pool Committee Co-Chairs, the Pool Committee and others for making it the favorite Glen amenity. He thanked the Treasurer for all the time and care he takes to ensure our financial well-being and all the Board for their areas of expertise. He thanked the Management Agent and On-Site Support Staff who have helped the Glen stay within the budget and who do the work that is needed. He thanked all the volunteers and committees who help support the Glen. He noted that another challenge is the Corona virus and he urged everyone to do what is necessary to cope with the

pandemic. He also reported that scams directed to the Glen as well as individuals have been numerous. He noted that the Glen will never ask owners/residents to send money to the Board or the Glen.

Vice-President: The Vice-President expressed a gentle reminder that our volunteers are great and deserve a lot of respect. He reported that some people have been treating our volunteers poorly at the pool. He noted that feedback to our volunteers is important and the committees and Board members are happy to hear feedback in order to have the best results and activities for the Glen.

Secretary: **06.14.2022.04 MOTION.** Moved to ratify the earlier unanimous email vote for the retroactive variance request of Brandon and Hannah Lipps for the remodeling of the unit at 4335 36th St. S prior to their purchase and move-in. Motion passed unanimously.

06.14.2022.05 MOTION. Moved to ratify the earlier unanimous email vote for the variance request of Seth and Kathrynlynn Theuerkauf for basement egress windows in 4132 36th St. S. Motion passed unanimously.

06.14.2022.06 MOTION. Moved to ratify the renewal of the Covenant Pest Control Pest Management Contract "Exterior Rodent Control Services" for \$5760.00. Motion passed unanimously.

06.14.2022.07 MOTION. Moved to ratify the earlier unanimous vote for the Liability Release and Indemnification Form for Private Swim Instruction. Motion passed unanimously.

06.14.2022.08 MOTION. Moved to ratify the earlier unanimous email vote for the Swimming Pool Permission Form Rev. May 25, 2022. Motion passed unanimously.

The Treasurer stated that he will add these documents to the next update of the Handbook.

At-Large Member: The At-Large Member reported that the website has the updated Glen Handbook with revised pool rules and pool hours. He noted that the pool season is now and the information flow will be timely thanks to the On-Site Manager's updating. He complimented The Glen Echo editor for having gone through marking the daily pool hours for every day of the monthly calendars in the newsletter. Peak pool season is now and information will flow to and from the web and information alerts will be sent when needed.

COMMITTEE REPORTS

Pool Committee – The Co-Chair noted that residents appreciate the pool hours being 10am to 8pm. The decision was made to not have an opening party because of increased Covid rates and she hopes that there will be a party at end of season. She thanked the On-Site Manager for getting new signage. New equipment for the pool table and new pool noodles were acquired.

Landscape Committee – The Co-Chair reported the following activities:

- Planting 2 trees (red cedar and chokeberry):
 - Eastern Red Cedar sapling (native tree) to be planted next to the pine tree that was removed this past year (stump remaining) in the grassy area across from the

basketball court. The Co-Chairs commit to watering and will tell Professional Grounds, Inc. (Pro Grounds) not to move it.

- Chokeberry (native tree) to be planted in a grassy area in front of 4252 S. 35th Street (Court 15). We will approach the owner to enlist their help in watering.
- Mosquito deterrent:
 - We propose that the Glen purchase a 20 lbs of Mosquito Bits at a cost of \$119 to be applied every 7-14 days as indicated during mosquito breeding season to French drains and any other areas of standing water in the Glen. 20 lbs. treats up to 1.8 acres. This is a granulated product that works by releasing a bacteria called Bacillus thuringiensis israelensis (naturally occurring in soil) in standing water where mosquitoes breed. BTI spores that are eaten by mosquito larvae release toxins into the mosquito's gut, causing the larvae to stop eating and die, thus as; so we will hold off until later in the year. Planning to get other estimates for this. The On-Site Manager agreed that the On-Site Staff will be able to put the Mosquito Bites in our French drains. The Treasurer agreed with the Management Agent that the cost should go under Extermination.
- Pro Grounds estimate for removal/replanting throughout the Glen was quite high; will hold off until later in the year for planting. Planning to get other estimates.
- Met with Nate Erwin, a natural landscaper who did work for the Mews and they were very pleased. He specializes in natural solutions to drainage and erosion issues and is working on an estimate for a ground cover for 3 Glen locations on S. Stafford St. where grass won't grow.
- Planning to fill out an application to request 2 free trees from the County. The requirement is that they are planted in an area near a public walkway/sidewalk. The County handles the cost of planting. No cost to the Glen.
- The Management Agent noted that the Va. Co-operative Extension's Virginia Conservation Assistance Program (VCAP) program funds projects for drainage, erosion and natural planting and the Audubon Society is another good funding source.
- English Ivy is growing in many places but is very invasive; so, that will be removed over time.

06.14.2022.09 MOTION. Moved to approve the request of Paula and Ronald **Hochstetler** of 3555 S. Stafford St. in Ct. 2 to remove a magnolia tree on the side of their unit that is not thriving in the common area. The owners will pay for the removal of the tree. Motion passed unanimously.

- Researching Poison Ivy treatment alternatives to Roundup
- Little Free Library - working with local Scout groups for a Service project; recommended placing it in the area by the pool, tennis court and basketball court.

06.14.2022.10 MOTION. The Vice President moved to approve the purchase and placement of a Little Free Library and having construction be a Girl Scout or Boy Scout project. Motion passed unanimously.

The President reported that he and the Landscape Co-Chair met with the Arlington County arborist to discuss the Quaker Lane hedge border that has become diseased. The Glen is going forward with the County and the Fairlington Meadows to replace the diseased trees and the effort has started with the discussions and the Landscape Committee will be an active part. The County is no longer using Photinia for similar projects; the use of a varied set of replacements is to prevent infection spreading and they

recommend alternation of plants to prevent all plants getting diseased. Any replacement planting will not begin until the fall.

Jim Heileman questioned if Quaker Lane re-planting is replacing King St re-plantings. The President replied that they are two separate issues and the Secretary is working with the County Extension Agent as to what we might use this time along King Street. The Management Agent asked why the County staff have their program only on Quaker Lane. The President replied that the setup was 30 years ago. The Pool Co-Chair thanked the Landscape Co-Chair and others for the beautiful plants at the pool.

Court Representatives Committee: The Vice-President reported that the Chair will be out of town through Sept. and nothing substantial has been reported. The Vice-President will check on a replacement for the Ct. 3 Rep who is leaving.

E-Charging Committee: The Vice-President reported that there were no updates. The Chair potentially looking at installing a charging station for her car but she has not reported any updates. The President noted that we have to stay current with E-Charging.

MANAGEMENT REPORT

The Management Agent reported that the draft Fiscal 2020-21 audit was reviewed and accepted by the Treasurer. Members' equity is at 20%. The delinquency rate is still very low; less than 1%. She recommended getting an updated reserve study showing inflation to account for higher prices such as transportation, concrete, etc. The Treasurer noted that the statute requires that reserve studies should be one every 5 years and the Glen will have one done in 2023. He noted that we have completed many big projects before prices increased, such as roofs, brickwork, and parking lots. One concern for the future is the underground power lines in Courts 1-4, the replacement of which can be very expensive.

She reported that the backend of the website is ready to be launched and is available to owners.

The On-Site Manager reported the items that were done after the meeting packet was distributed:

Pro Grounds completed the sump pump drain extension at 4323 36th St S. Court 10 and drainage work at 3562 S. Stafford St.

Brickwork pre-construction meeting of Restoration Engineering, Inc. (REI) and Culbertson Company of Virginia (Culbertson) is planned for June 27 and companies have been notified that Courts 5-8 will be having their paint cycles started. Major stoop replacement notices should be sent to residents affected and the Vice-President noted that residents should be notified early and reminded.

Courts 10, 13 & the tot lot will have 3 large canopy trees pruned. Proposals will be sought.

Annual pruning of shrubs by Pro Grounds will begin on June 24.

Community-wide weeding by Pro Grounds will be done.

REI's drainage survey started and REI was onsite beginning field work last week and will have another site visit this week to collect additional information.

NEW BUSINESS

Miscellaneous

Tot Lot benches - the Vice-President and On-Site Manager will meet to determine type, sizes and placement of new benches by the tot lot.

New Business

Drainage proposal Court 9 – Pro Grounds to put rocks around the drains in Court 9. The Treasurer noted that drains need to be kept open and all but one were covered with grass when he went to check them. Court 12 Court Representative noted that there are two rock drains that get clogged and the rocks are very unattractive and children throw the rocks at each other. She suggested getting an alternative. He suggested that wire domes or large rocks may work. The President asked the On-Site Manager to ask about other solutions from Pro Grounds concerning the ability to drain and the order in which they use them.

Jim Heileman noted that between the pool house and Court 11 there are at least two flat drains and there has not been any pooling. He noted that he did not understand the “paver alternative”. The Treasurer reported that the paver helps to identify the drain and keeps grass from growing around/over the drain and the paver can be seen by people.

EXECUTIVE SESSION Moved to go into Executive session at 7:34 p.m. Motion passed unanimously.

The Board re-convened at 7:37 p.m. The Treasurer reported having a good meeting with Cardinal executives and Cardinal will modify the Glen contract.

ADJOURNMENT The meeting was adjourned at 7:38 p.m. by the President.

Respectfully submitted,

Susan Hunchar, Secretary

The next scheduled meeting of the Board is July 12, 2022 at 6:30 p.m. and will be held virtually again via Zoom.