

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**

**September 13, 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)

Jeremy Wiedemann (Vice President) and Amy Steliga (On-Site Manager) were absent.

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

**GUEST SPEAKERS: 09.13.2022.01 MOTION. Moved to approve and accept the proposed insurance program and accepted the revised amount of \$118,694.00.** Theresa Melson and Jessica Knutsen of USI Insurance Services LLC, the Glen's condominium property and casualty insurance company, reviewed the proposed insurance program for the proposal to continue the program with Rockingham Insurance Co. as the primary carrier.

**RESIDENTS' FORUM:** Lori Derkay (Ct. 12 Court Representative and Co-Chairperson of the Pool Committee); Carol Goodloe (Ct. 10 Court Representative and Co-Chairperson of the Pool and Tennis Committees); Connie Francis (Ct. 14 and Landscape Committee); Jay Yianilos, (Editor, The Glen Echo).

Connie Francis followed up on her concerns from last month. The Management Agent responded that a follow up email was sent to Ms. Francis with a response to her concerns. ECS will be reaching out to her and the reimbursement for electricity will be on an annual basis versus monthly. The Management Agent noted that the annual report from the ECS goes to the Va. Dept. of Environmental Quality, which is posted on their website and during Executive Session the Board will discuss how to handle requests from co-owners for a copy. The Management Agent told Connie that she will connect her with ECS and if there are any communication problems, Connie should contact the Management Agent or the On-Site Manager. The Treasurer reassured Connie that the \$75,000 reimbursement was only for legal costs at a level that were standard for the type of work. Responding to a question from the Treasurer, Connie stated that moisture or mold from the device were not getting in her unit.

**BOARD MEETING MINUTES: 09.13.2022.02 MOTION.** Moved to approve the minutes of the August 9, 2022 Board Meeting. **Motion passed unanimously.**

**BOARD MEMBERS' REPORTS:**

**President:** The President thanked members for volunteering to take us through the past month and into the next year of COVID and reported that we have remained within our budget. He noted that COVID booster and flu shots are now available.

**Vice-President:** The Vice-President was absent.

**Treasurer:**

**09.13.2022.03 MOTION.** Moved to approve the Restoration Engineering, Inc. (REI) proposal in Exhibit G (with the missing pages 2 and 5 added) for administration of the replacement and repair projects approved by the Board at its August 2022 meeting. Motion passed unanimously

**09.13.2022.04 MOTION.** Moved to instruct REI to not include grassy strips between the court pavements and the surrounding sidewalks in their re-design of the parking lots that will be replaced in Courts 1 and 2. Motion was tabled pending consideration of the views of the residents of these courts concerning removal of the existing grassy strips in these courts.

**09.13.2022.05 MOTION.** Moved to delegate to the On-Site Manager consideration of applications for special use of the common elements under the Handbook provision "Use of the Common Elements". Motion passed unanimously.

**Secretary:**

**09.13.2022.06. MOTION.** Moved to ratify the earlier unanimous email vote for a variance request of Mitch Schmitt and Silvana Schmitt for a kitchen renovation at 3594 S. Stafford St. Motion passed unanimously.

**09.13.2022.07. MOTION.** Moved to ratify the earlier unanimous email vote for the retroactive variance request of James B. Volkert and Nicola F. Volkert for a kitchen renovation in Dec. 2009 at 4107 36<sup>th</sup> St. S. Motion passed unanimously.

**At-Large Member:** The At-Large Member reported that email notices and information on the website concerning the annual meeting will be available soon. He complimented the Editor of The Glen Echo, Jay Yianilos, for all his work and interest in the Glen.

**COMMITTEE REPORTS**

**Pool Committee** – The pool will open on Friday, the 15<sup>th</sup> at 3:00pm. The Co-Chair will be meeting with the furniture vendor about the tables & chairs that might have been damaged in/near the pool during a storm. Will try to use unused budgeted funds from this year. Two repair issues must be completed before the pool opening in 2023:

- (1) cracks in the steps into the pool noted by Arlington County
- (2) another leak in the baby pool but won't know where it starts; if in the same place as this year, it will be under our contract

She thanked the community and the Board for their support during the season. There will not be an end-of-the-year party because of COVID. The President thanked the Co-Chairs and the Committee for all their work and the residents thank them, also! The Management Agent reminded the Co-Chairs to request invoices from businesses.

**Landscape Committee** - The Secretary reported for the Committee. The Committee will meet on Sept. 14, 2022. The main topic will be the funds available for plantings, etc. before winter. A community clean-up to remove ivy on trees along Quaker La. and King St. is being planned for October. The President noted the damage done to trees as well as our buildings by the ivy is definitely a problem for us.

## **MANAGEMENT REPORT**

### **Management Agent**

The Management Agent reported that Annual Meeting items will be sent to owners soon for electronic voting and that the On-Site Manager will give the Board frequent updates about quorum.

**Unfinished Business** – nothing to be discussed

## **NEW BUSINESS**

The insurance renewal was covered earlier under Guest Speakers.

**Miscellaneous** – nothing to be discussed

## **EXECUTIVE SESSION**

**09.13.2022.08. MOTION.** Moved to go into Executive Session at 7:25 p.m. Motion passed unanimously.

The board reconvened in regular session at 7:57 p.m.

**ADJOURNMENT:** The meeting was adjourned by the President at 8:00 p.m.

**Respectfully submitted,**

Susan Hunchar, Secretary

**The next scheduled meeting of the Board is October 11, 2022 at 6:30 p.m. via Zoom.**