

DRAFT

FAIRLINGTON GLEN BOARD OF DIRECTORS

Board Minutes July 11, 2023

Online via Zoom

ATTENDEES: Charlie Robbins (President), Maynard Dixon (Treasurer), Susan Hunchar (Secretary), TJ Doyle (At-Large Member), Candace Lewis (Management Agent), Victoria Garner (Executive Vice-President of Cardinal Management Group and Supervisor of Candace Lewis)

ABSENT: Jeremy Wiedemann (Vice President), Amy Steliga (Onsite Manager) and Jay Yianilos (The Glen Echo Editor)

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

RESIDENTS: Angela Donatelli (Court 6; Landscape Committee Finance Officer); Lori Derkay (Court 12 Court Representative; Co-Chair Pool Committee); Liz Finos (Court 16) (late arrival);

RESIDENTS' FORUM: None

MINUTES: 07.11.2023.01 MOTION. Moved to approve the minutes of the June 13, 2023 Board meeting. Motion passed unanimously.

REPORTS OF OFFICERS:

President: The President reported things are going well and noted some challenges including hot weather. The pool has been open except for one day and he noted that we are entering hurricane season and thunderstorms can be expected. He thanked the Pool Committee, Vice-President Jeremy Wiedemann (Board liaison to the Committee), Atlantic Pools (pool contractor) and residents' cooperation with the Committee and the contractor. A new insurance company will be our carrier starting in the fall; the 2024 budget was passed to the Board by the Treasurer and will be processed in time for the annual meeting in Nov.

Vice President: The Vice President was absent. The President noted that the Vice President will have information on the new Security Committee at the next Board meeting. The President noted that we and the County still have vandalized cars.

Treasurer: 07.11.2023.02 MOTION. Moved to approve the motion to establish the following revised schedule of cleaning the B-Building common areas:

-- cleaned by onsite crew twice/year, up from the current once/year provided by the Appendix at the back of the current Maintenance Manual; and

-- cleaned professionally every 4 years, except that particular buildings will be cleaned case-by-case professionally when our onsite crew cannot handle a cleaning problem in a particular building.

Motion approved unanimously.

07.11.2023.03 MOTION. Moved to ratify the prior unanimous e-mail vote approving the PSE bid for replacing pole lamps in Exhibit D of the July 2023 Management Report. Motion approved unanimously.

07.11.2023.04 MOTION. Moved to approve, for submission to the co-owners at the 2023 annual meeting, the Treasurer's 2024 draft budget that was presented in Exhibit B of the June 2023 Management Report. Motion approved unanimously.

07.11.2023.05 MOTION. Moved to approve, for publication on the Glen's website, a policy resolution prescribing revised resale certificate fees, which resolution was prepared by legal counsel and circulated by management via e-mail shortly before the July 11, 2023 Board meeting. Motion approved unanimously.

Secretary:

07.11.2023.06 MOTION. Moved to ratify the Kolas Contracting, Inc. change order for fascia repairs at 3558 S. Stafford St. in the amount of \$9,496. Motion passed unanimously.

07.11.2023.07 MOTION. Moved to ratify the variance request of Santiago Lopez and Lucia Dussan of 4307 36th St. South for converting the existing attic into living space and a bathroom and two skylights. Motion passed unanimously.

07.11.2023.08 MOTION. The President moved to accept the proposal from Legal to make a counter-offer in the case just discussed. Motion passed unanimously. The Treasurer noted that this case was to settle a delinquent account.

At-Large Member: The At-Large Member thanked the Pool Committee for the great job and is enjoying his time in the pool.

Pool Committee: Co-Chair Lori Derkay noted that it was the smoothest opening of the pool season. It was handled professionally; Atlantic has done a great job, their onsite manager is onsite often and the

lifeguards have been more aware of our policies and engage with residents. The Co-Chairs and the Vice-President permitted a group of families who were having private swimming lessons and requested having lessons to continue during the 15-minute rest time this year. The pool was closed two days (one code red and one code purple) to take the lead on days of hazardous environmental conditions; the Onsite Manager and the At-Large Member posted notifications on the pool area and on our website. The President reported that the Co-Chairs and Committee have the right to take the lead on decisions concerning the safety of Atlantic staff. The President asked about the stability of lifeguards and was told that they follow the rules and arrive on time. He also asked about the use of the chairlift and the Co-Chair reported that it is ready when requested. The Co-Chair noted that mid-August may be a bit difficult when school opens for present lifeguards but will work with Atlantic on this. Last week the motor broke on the baby pool and emergency repair was done in one day. The Co-Chair asked Atlantic to test it and all was functioning properly. The Co-Chair noted that she has told the Atlantic owner that we are interested in a new 3-year agreement and is waiting to hear from him. The Treasurer noted that the draft 2024 budget assumes an increase equal to the increase adopted for 2023. The President noted that our pool is the center piece of our summer outdoor activities and thanked the Co-Chairs and Committee. The President noted that the pool is greatly appreciated by residents.

Landscape Committee: The Secretary noted that there is still no Committee Chairperson. Angela Donatelli and the Vice-President have been busy with the tree project “remove dead and replace empty”. There will be a plan to finish some of the tree work using the King St. perimeter. The President noted that we have increased the budget in next fiscal year for increasing the King St border. We are waiting for the County’s installation of trees along Quaker Lane. There is no cost to the Glen for the trees and planting the trees; but the Glen is responsible for watering and caring for what the County installs. Angela Donatelli noted that the Landscape Committee discussed that the Quaker Lane planting by the County might not be necessary since the trees inside the fence are close and in good shape and perhaps using green fabric may be all that is necessary to add to reducing ability to see into the Glen and less costly. The President and Treasurer are waiting for the County to indicate what and when their planting along the fence will be.

Liz Finos questioned the status of her request to have an alley to Ct. 2 via Courts 15 and 16. The Board is still looking at when and how to handle the alley. The Board does not yet have a consensus on the issue and will get in touch with her when it does.

Management Report

The Management Agent noted that the Board received a follow up email concerning the credit card

statements for Sunoco, Home Depot and Staples. The breakdown for late fees, interest paid and amounts waived in 2022 is \$172.60.

Financials were not ready for the meeting; she will send out to the Board as soon as available.

There is a change of bank from CIT Bank to First Citizens Bank and the name will change on the statements.

The painting project was delayed again due to weather. Flyers have been given to all units involved.

The Treasurer noted there is concern about protecting the bottoms of light posts from weed whackers and asked that the Onsite Manager check into it and perhaps contact Fairlington Meadows about the management of their poles.

The Treasurer asked if paper versions of the Handbook are included in the welcome package since residents moving in probably don't have time to look at the website. He asked that the Onsite Manager to look into this.

New Business - None

Miscellaneous

Angela Donatelli noted that at the previous Board meeting there was discussion about repaving of the alleys indicating that steps at the back of a unit would be removed and reinstalled by the contractor; the Treasurer reported that the contract does not include reinstalling the stairs. Angela reported that since the stairs are owned by the owner, there is a significant difference in expense and danger. Lori Derkey noted that it is a safety issue. The June meeting indicated that the Onsite Manager would check with the contractor. The Management Agent will get a legal opinion on the obligation of the Glen to install steps in the common area for safety reasons. She will also get a few bids for the cost of installing steps that will be safe.

Motion to go into Executive session at 7:23 p.m. Motion passed unanimously.

The Board reconvened in regular session at 7:25 p.m.

The President stated his support of Candace and the Board.

ADJOURNMENT: The meeting was adjourned by the President at 7:26 p.m.

Respectfully submitted,

Susan Hunchar, Secretary

The next scheduled meeting of the Board is August 8, 2023 at 6:30 pm. The meeting will be held virtually via Zoom

