

DRAFT 2

FAIRLINGTON GLEN BOARD OF DIRECTORS

Board Minutes September 12, 2023

Online via Zoom

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

RESIDENTS: Seth Theuerkauf (Court 6); Lori Derkay (Court 12 Court Representative; Co-Chair Pool Committee); Catherine Corey (Court 13); Michael Nilsen (Court 13); Jay Yianilos (Editor, [The Glen Echo](#))

CALL TO ORDER: The meeting was called to order at 6:31 pm. by the President via Zoom.

RESIDENTS' FORUM:

Catherine Corey and Michael Nilsen from Court 13 raised concerns with the recommendation from our Security Committee to enter into a power of attorney agreement with the Arlington County Police Department. Catherine previously corresponded with the Board via email and spoke to the Vice President to communicate concerns with giving limited Glen common area rights to the county police. Other residents (Seth and Lori) at the meeting and Board members communicated some of their experiences with contacting police in specific circumstances which led to trying this approach to address concerns. Catherine communicated to the Board that Arlington County also has a rapid response mental health unit which any resident or visitor to the county can call for assistance for themselves or others at (703)228-5160. Additional information on this service is available on the web at: <https://www.arlingtonva.us/Government/Programs/Health/Adult-Behavioral-Healthcare/Mental-Health/Emergency-Mental-Health-Services>

The President noted that the Board appreciates their concerns and would take them into consideration.

MINUTES: 09.12.2023.01 MOTION. Moved to approve the minutes of the August 8, 2023 Board meeting. Motion passed unanimously.

REPORTS OF OFFICERS:

President: We've gone through the summer with some problems but all were handled well. Thank you very much to Lori, Jeremy, and the Pool Committee for all their hard work; the pool is the center of our social activities. Thank you to Amy for all her coordination efforts. We've been fortunate that we've maintained our budget as we go forward. The weather has been relatively kind to us; be careful and mindful of weather issues such as tornadoes and hurricanes at this time.

Our Annual Meeting will be Nov.2 and preparations are being made now.

Challenges from Fall and Winter will include school buses, children on the sidewalks for buses/going to school, etc.; thus, keep your eyes out for them.

Thanks to Maynard for all the work done on the budget for the annual meeting. We have a new insurance company; this has been difficult because of our needs and fewer companies in business. Looking forward to the fall and successful transition into the new fiscal year.

Vice-President: 09.12.2023.02 MOTION. Moved to have the new tall lamps around the pool as we ordered them (clear glass with the large lanterns); swap the clear glass on the small lanterns around all the courts with the frosted acrylic at an added total cost of \$2800; and install the lower wattage bulbs turned to the softest yellow setting possible.

Treasurer: 09.12.2023.03 MOTION. Moved to approve the revised Fairlington Glen Handbook and to have it posted to the website. Motion approved.

Here is a synopsis of the changes in the updated Handbook:

(1) adoption of brick and mortar standards for variances involving brick work; (2) a rearranged and enhanced discussion of our Landscaping service, with a revised, easier-to-identify charge for the Landscape Committee; (3) an amendment to the permitted recyclables list to exclude printer toner cartridges; (4) a statement that a variance is not required for owners to install biometric, number-pad or internet-app substitutes for traditional keys to enter their units; (5) an enhanced discussion of the Glen's maintenance services; (6) revisions (in two places) to the discussion of the pickleball court; and (7) the removal of Policy Res. No. 07-1 Condominium and Co-Owner Responsibilities from the Appendix and the updating and incorporation of its essential language (including the chart of responsibilities), into the body of this Handbook under "Condominium and Co-Owner Responsibilities". There are also scattered style edits, most of which were suggested by Microsoft Word's excellent text editor. We changed "bylaws" to "Bylaws" throughout, to be consistent with the capitalization of "Master Deed" and to make

09.12.2023.04 MOTION. Moved to instruct Management: (a) to reallocate \$41,880.11 from *Account 25620: Reserve Contingency* to *Account 30410 Members Equity/Retained Earnings*; and (b) on the asset side of our balances sheet accounts, to transfer the same amount from our contingency fund bank *Account 12000 CIT Market - 9191* to our operating fund bank *Account 10000 CIT Operating - 5461*. Motion approved. citations to this important document easier to identify. Motion approved.

The Treasurer explained that, each year, after the audit, 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 \$41,880.11 is our audited overall budget deficit for 2022. When we have a surplus, we move funds in the opposite direction. Motion approved.

09.12.2023.05 MOTION. Moved to approve the USI insurance package in Management Exhibit G, with the \$25,000 deductible, at a cost of \$215,920. Motion approved.

Secretary: 09.12.2023.06 MOTION. Moved to ratify the F.H. Furr emergency sewer line repair at 3536A1 S. Stafford St. for the amount of \$19,057.00. Motion passed unanimously.

09.12.2023.07 MOTION. Moved to ratify the variance request of Amanda Houghton of 4318 S. 35 for a kitchen renovation. Motion passed unanimously.

At-Large Member: Nothing to report

Pool Committee: The Co-Chair reported that the pool season received a lot of compliments for staying open the week after Labor Day. End of year wrap up went smoothly! We had a very successful pool season.

After a three-year absence due to Covid-19, we were able to hold an opening season pool party and about 150 people attended. Due to lifeguard availability, we were able to open the pool at 12 noon instead of 3pm on weekdays between Memorial Day and the last day of classes for Arlington County Public Schools.

Lifeguards conducted swim tests for children wishing to swim and play in the deep end of the pool.

Those who passed the test were issued silicone bands to wear to assist the lifeguards with identifying eligible participants.

One new rule was implemented this year: no floatation devices were allowed in the deep end of the pool. This enabled the lifeguards to better see what was going on.

Several private pool parties during regular pool hours were successes. The procedures and processes that were implemented last season continued to run smoothly.

Molly Haines coordinated a group of families interested in swimming lessons for young children. Lessons were held on Sunday, Monday and Tuesday mornings. The program was well received and there was minimal disruption to other pool attendees.

We hosted the FINS group the last week of July which was appreciated by the Fairlington Community.

Due to lifeguard availability, we were able to keep the pool open three additional days after Labor Day, September 6-9, 2023. As in past years, we were also able to keep the pool open the two weekends following Labor Day.

There were three repairs required this year. Cracks were repaired on the steps of the main pool, a leak in one of the pipes affecting the baby pool was repaired, and the motor for the baby pool was replaced.

The pool management contract is up for renewal. We are working with Atlantic to get a new three-year contract. They have done a very good job and the Pool Committee is recommending to continue to work with them. We are also going to ask them to give us a proposal to smooth the rough spots on the bottom and sides of the pools.

We want to thank the Glen Board for their continued support and Atlantic Pools for keeping our pool open and safe for the community. We want to thank the Glen residents for their cooperation and participation. We had a very successful pool season.

The President asked about use of the chair lift and the Co-Chair was not sure it was used this year. Next year we will make it known to residents that we have the lift.

The Co-Chair will meet with the furniture contractor to see what can be purchased from this budget.

Landscape Committee: The Secretary noted that there are still no candidates interested in chairing the Committee. If anyone finds someone who might be interested, please contact the Secretary or have the person contact her. Professional Grounds (ProGrounds) will do mostly tree trimming and removing a few dead trees and dead shrubs will be replaced. Work will start in Oct.

Court Representatives Committee: The Chair was not in attendance. Lori Derkay suggested that the committee should meet at least quarterly. Having a Vice-Chair would be good in order to conduct a meeting in the winter.

Security Committee:

The Vice-President reported that the first meeting had ten residents and discussions took place concerning B Building door locks and Arlington County Police having power of attorney for the Glen.

09.12.2023.08 MOTION. Moved to ratify the vote to approve the power of attorney with the Arlington Police Dept. Motion approved.

Electric Vehicle Committee

Results of the EV charging questionnaire were presented by the Vice President. 153 people completed responses to the questionnaire about EV. 142 units responded; about 40% response. Court 10 had the most responses. The majority of owners are interested but some owners are opposed. The President suggested we remain interested/monitor. The Vice President and President noted that we should continue to discover what costs and expenses will be, what are the different pricing models (rent vs owning equipment), understanding possible benefits from the electric company, and tax consequences. In general, a rental model would make it easier to upgrade and we also should explore areas we can set up chargers in our lots.

Fence Committee

There has been limited interest from residents with being involved with the committee. There is a need to have a construction manager oversee the program and ensure any bidder understands and submits bids to meet the specifications. The specifications for previous fencing are available and were very good as a starting point.

Management Report: Oct 21 education sessions for committees; vendor that does EV charging stations, education about native plantings. Courts 6 and 7 new alley should be finishing this week. The new alley for Courts 12 and 13 should be starting on Oct 25th. There haven't been any problems with the work that was done, including no issues to some of the stoops that were a potential concern.

Unfinished Business -None

New Business – Proposal for pet waste stations: provide the special bags, provide waste stations, a service picks up bags; we don't know how much we will be spending for the bags. Candace outlined possible costs and activities associated with this. She said 10 cases for \$200 for the Arbor...200 bags for 3 stations every 3 weeks. The board decided that more discussion and learning is necessary before making an investment.

Miscellaneous – None

Executive session – Moved to go into Executive Session at 7:59 p.m.

The Board reconvened in open session at 8:12 p.m.

ADJOURNMENT: The meeting was adjourned by the President at 8:18 p.m.

Respectfully submitted,

Susan Hunchar, Secretary

The next scheduled meeting of the Board is October 10 at 6:30p.m.

The meeting will be held virtually via Zoom.