

DRAFT

FAIRLINGTON GLEN BOARD OF DIRECTORS

Board Minutes

October 10, 2023

Online via Zoom

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

TJ Doyle (At-Large Member) - Absent

RESIDENTS: Lori Derkay (Court 12 Court Representative; Co-Chair Pool Committee); Chris Carhart (Court 8), 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: Lori Derkay (1) Neighbor asked if there is an alternate place to pile up trimming materials instead of 36th St. and Court 11. The Onsite Manager reported that Court 11 has a median separating the road away from the units; not directly next to a unit or a property. She noted also that the location is easy for contractors to pick it up.

Lori also reported that 3574 S. Stafford St. Court 12 continues to have mice. She walked around but did not see any bait units that were supplied by Covenant Wildlife. The Onsite Manager will find out the next steps with Covenant. Jay Yianilos noted that when he was a resident there, he used a large roll of steel wool to close the hole; mice dislike steel wool. The Management Agent asked if the station has been removed by someone; she recalled that someone removed a bait station before.

MOTION 11.10.2023.01 The President moved to approve the minutes of September 12, 2023 Fairlington Glen Board Meeting. Motion passed unanimously.

President: The President reported that he is pleased with the progress through the year so far and meeting challenges we have had. We have been on our budget and addressed our current insurance crisis with a plan to continue addressing it. The Treasurer has done a great job preparing for the annual meeting and our ballots are now available for the annual meeting. He asked that owners ask neighbors to vote early and affirmatively.

Participation in the Glen is his major concern; we don't encounter a lot of people at the meetings. He suggested that although perhaps everyone is relatively satisfied with the Glen; but we need more participation - we want diversity, equity and inclusion to come forward. We need more people to be on the Board, people who have experience and knowledge of the Glen as needed; people to fill in to our

committees; more volunteers to report at meetings, to step up and help gain experience working in the Glen and supporting Glen participation.

Vice-President: The Vice-President noted that he agreed with the President -- the more participation we get, the better. He thanked the staff for all the work that has been happening...Amy, Nelson and Maria.

Treasurer: The Treasurer asked the Onsite Manager to have the outdoor signs announcing the annual meeting placed around the Glen.

He asked the Management Agent about why our ledgers are showing two operating accounts – one at CIT Bank and one at First Citizens Bank. The Management Agent explained that Cardinal recently began to use the CIT account after it bought First Citizens Bank. The Treasurer then asked why the ledgers do not reflect this change of ownership in the name of the accounts. The Management Agent responded that the accounting system will be updated to reflect this change. The Treasurer asked the Management Agent whether she has responded to Morgan Stanley's enquiry about the amount of available liquid reserve funds that it may invest under the Board's investment liquidity guidelines. She responded that she would notify Morgan Stanley about this, but she asked the Treasurer to send her a copy of Morgan Stanley's enquiry. The Treasurer responded that he will send her the email thread concerning Morgan Stanley's enquiry.

MOTION 11.10.2023.02 Motion to approve the Professional Grounds contract for snow removal in Exhibit F of the Management Report. Motion approved.

MOTION 11.10.2023.03 Motion to approve Bishop's pickleball re-stripping proposal in Exhibit E of the Management Report at a cost of \$1,690.00 without the \$645.00 cost of a net and to ask Amy to proceed to purchase a cheaper net proposal from Amazon. Motion approved.

Secretary: 11.10.2023.04 Moved to ratify the allocation of fund distribution for 3536 S. Stafford St. for an insurance claim resulting from sewer line repair. Ratification approved.

The At-Large member was absent.

Pool Committee: The Pool Co-Chairperson reported that a 3-year contract from Atlantic Pools, Inc. will be received. There are a few contract changes: \$5000 more than budgeted in 2020-2024; this increase is due to increases in the costs of labor, chemicals and insurance. The second and third years will have a 3% increase in 2025 and 2026 respectively due to increases in costs of labor, chemicals and insurance. Atlantic is always responsive and the Pool Committee would like to recommend continuing to work with Atlantic.

Both pools will have white coating done next year (2024). Criterion, Inc. presented a proposal to do repairs and replace the frames of older chairs; the 2023 budget will be used for these. A picnic table and bench and a stand-alone bench outside the pool gates need some repair and can be charged against playground equipment.

Landscape Committee: The Secretary reported that Save the Trees Day will be held on Sat. Oct. 21 starting at 9:30 in Court 5. The initial shrub replacement cost estimate from Professional Grounds is \$6,416 and Court Representatives assistance will be used for watering new shrubs in Courts 3,5,8,9,15 and 16. The Professional Grounds tree trimming in mid-October proposal will cost \$9125 for about 67 trees to be trimmed or removed. **Grading and pavers between Courts 15 and 16 will be considered.**

Court Representatives Committee: The Chairperson was not in attendance. The Vice-President noted that the Court Representatives should send information about voting in the Annual Meeting. The President will contact the Chairperson.

Safety Committee: The Vice-President hopes to plan a meeting by the end of October. He noted that we have acquired the County Power of Attorney for Arlington police and school is back in session.

E-Charging Committee: The Vice-President reported the results of the survey. Still not any costs/options available and no true estimates about charging stations. He noted that anyone interested in this should join the committee. The Treasurer noted that Common Ground Sept/Oct issue has a good article on E-charging. He will pass it along to the Board.

Management Report

The Onsite Manager reported that notices for tree trimming on Oct. 25-27 will go out to the residents affected and our website.

Flyers were distributed for first notice for the parking lot work in Courts 1 and 2. Courts 1 and 2 parking lots will be reconstructed at the end of October and beginning of November.

She noted the Board's approval to allocate funds from an insurance claim to reimburse this owner for damages to their unit. The reimbursement is \$4,925.49 due back to the owner.

The President reported that the paving of the alley between Courts 12 and 13 went well. The Vice-President reported that the alley between Courts 6 and 7 were done well and look great. He reported that there were some problems with Verizon and their wires but the wires were buried.

Unfinished Business - None

New Business

The Vice-President reported that we are working on a non-discrimination policy on behalf of the Board. The President noted that statements should be formalized and policy statements available on our website and in The Handbook. There will be more discussion in the next meeting. He thanked the Management Agent for the CAI publication Diverse Communities Guide sent to each Board member.

Old Business - None

Miscellaneous - Nothing

Moved to go into Executive Session at 7:11pm. Approved.

The Board reconvened in open session at 7:15pm. The President reported there was nothing to ratify from the Executive Session.

ADJOURNMENT: The meeting was adjourned by the President at 7:16pm.

Respectfully submitted,

Susan Hunchar, Secretary

The next scheduled meeting of the Board is Nov. 14 at 6:30pm. The meeting will be held virtually via Zoom.