

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**June 11, 2024 Board Minutes**  
**Online via Zoom**

**ATTENDEES:** Charlie Robbins (President), Maynard Dixon (Treasurer), Seth Theuerkauf (Secretary), and Amy Steliga (Cardinal Management). Jeremy Wiedemann (Vice President) and TJ Doyle (At-Large Member) were absent.

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

**RESIDENTS' FORUM:**

Residents attending: Susan Hunchar (Court 10), Victoria Borton (Court 10), Shirin Wertime (Court 12), Joy Bickelhaupt, and Lori Derkay (Court 12). Jay Yianilos (former resident and Editor of the Glen Echo newsletter) attended.

Susan Hunchar shared that she would be working soon to provide updated Board meeting minutes from past Board meetings when she served as Secretary.

Shirin Wertime raised an issue and concern about vines growing out of patios and into common areas, requesting Board review of existing policies regarding removal of vines from common areas and possible Board consideration of a new or revised policy on the matter.

Shirin Wertime also raised a concern regarding future fence replacements, requesting the Glen ensure current fence heights are maintained. Joy Bickelhaupt also requested if the future fence gates could be designed to open outwards.

Victoria Borton inquired about the status of Glen patio fence replacements. The Board shared that a Fence Committee has formed and is exploring the steps required to replace patio fences within the next several years. The Secretary provided information on how to join the Fence Committee (i.e., reaching out via email to the Glen Vice President and Fence Committee Chair, Jeremy Wiedemann) and urged Glen residents to volunteer time to advance the Committee's work.

**BOARD MEETING MINUTES:**

**06.11.24.01 Motion.** Moved to approve the meeting minutes from the May 14, 2024 board meeting. Motion passed unanimously.

**BOARD MEMBERS' REPORTS:**

President –

The President communicated that the Glen held a successful pool opening for 2024 and that the pool season is off to a good start. The Glen continues to operate within our budget for 2024. The Treasurer is preparing a new budget for 2025 and is open to support from the community in this effort. The budget will be a challenge given that costs across the board have continued to increase. Despite additional research efforts on the part of the Board and Management, the Glen has yet to identify a lower cost, high quality insurance opportunity for the Glen Master Policy. The President also shared a recommendation to residents to remain up-to-date on vaccinations from a health and safety perspective.

Vice President –

The Vice President was absent.

Treasurer –

**06.11.24.02 Motion.** Motion to approve the previously circulated revised Glen Handbook. The Treasurer noted that the changes are summarized in the preface. Approved unanimously.

**06.11.24.03 Motion.** Motion to instruct Management (a) to reallocate \$53,196.02 from Account 30410 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.

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 \$53,196.02 is our audited overall budget surplus for 2023. When we have a loss, we move funds in the opposite direction.

Secretary –

**06.11.24.04 Motion.** Motion to approve revisions to the Fairlington Glen pool rules as described in the updated Glen Handbook. Approved unanimously.

**06.11.24.05 Motion.** Motion to approve the 2023 audit for the Council of Co-Owners of Fairlington Glen prepared by Goldklang Group CPAs, P.C. Approved unanimously.

The Secretary thanked the Pool Committee Chair and the Pool Committee for all of their efforts ahead of the start of the pool season.

The Secretary provided an update on the campaign to replace Glen community trash cans. Fifteen new metal trash cans have arrived and are being stored adjacent to the Glen maintenance building. Five of the fifteen trash cans arrived damaged or defective and Management is working with the vendor to replace them. The on-site crew will be one-by-one replacing the trash cans, which may take several weeks to months as the on-site crew fits their replacement in alongside other priority projects.

At-Large -

The At-Large Member was absent.

## **COMMITTEE REPORTS:**

Pool

Pool Committee Chair Lori Derkay shared that the Glen pool is now open for the season. The Glen Pool Party on June 1, 2024 was a success with an estimated 150 people joining in the celebration. The Chair reported multiple residents expressing gratitude for the 'whitecoating' work that has made the pool more comfortable to be in, as well as the new filters that have kept the pool cleaner. The Chair also reported that the new Atlantic Lifeguards are doing a great job, and that the on-site manager and crew completed a great deal of important supporting work leading up to the pool season. The President requested that the Chair advise the Board on if any additional resources would be needed in the future year to ensure the pool remains accessible to all residents.

## Landscape

Landscape Committee Chair Joy Bickelhaupt shared several updates, including: (1) recent requests for replacement of trees in areas where ones were previously removed, and (2) a request from a resident to improve grass conditions within a single court. On (1): The on-site manager shared that she and the Landscape Committee will coordinate on a list of all tree replacement needs that exist community-wide, as a larger community-wide campaign will be more cost-effective. The Chair shared that early fall is the best time to plant new trees. On (2): the Chair and on-site manager indicated that there are limited opportunities available to improve grass conditions in certain areas across the Glen (e.g., shaded areas, areas with dense soil), but the Committee and on-site crew will explore opportunities, including a campaign to deploy clover in shaded areas.

## Court Representatives

No update.

## Safety

No update.

## Maintenance

No update.

## E-Charging

No update.

## Fence

No update.

## **MANAGEMENT REPORT:**

The on-site manager shared that landscape pruning will begin community-wide this week in Court 3 and will continue through the rest of this week until completed.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

Mention of pressure washing.

## **MISCELLANEOUS**

None.

## **EXECUTIVE SESSION**

**06.11.2024.06 Motion.** Motion to write-off the remaining debt owed in RB File No. 654743. Motion passed unanimously.

The Treasurer explained that the Glen would not be forgiving the debt – we would still be able to resume collection if we were to discover changed circumstances or the former-owner debtor wanted to pay-off the debt. The write-of would just remove the debt as a reasonably collectable asset on our books, which is sound accounting practice.

The board reconvened in regular session at 8:03 p.m.

**ADJOURNMENT:** The meeting was adjourned by the President at 8:04 p.m.

The next scheduled meeting of the board is Tuesday, July 9, 2024, at 6:30 p.m. The meeting will be held virtually via Zoom.

Respectfully submitted,

Seth Theuerkauf  
Secretary