

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
October 8, 2024 Board Minutes
Online via Zoom

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

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

SPECIAL TOPIC: USI Insurance Services representative, Jessica Knutsen, provided an overview of the HOA master policy renewal that the Board recently voted to approve via email vote (ratified at the October 8, 2024 meeting of the Board). Greater New York (GNY) is the company underwriting the policy and is a regional insurance company, only insuring property along the East Coast from New York to portions of North Carolina. GNY is less exposed to national trends because they are regional, which provides some buffering to cost increases. The renewal for the Glen represented a 4% increase versus the more typical 15% that many communities experienced this year. USI was able to help the Glen partition some coverages across multiple providers to minimize premium costs. Knutsen advised that the Glen may need to consider voluntarily increasing our policy deductible in the future because of the limited number of carriers, noting that loss history can make a difference in insurability. USI recommended the Glen consider establishing a separate reserve account for the policy deductible.

RESIDENTS' FORUM:

Residents attending: Michael Schneider (Court 5), Susan Hunchar (Court 10), and Lori Derkay (Court 5). Jay Yianilos (former resident and Editor of the Glen Echo newsletter) attended.

BOARD MEETING MINUTES:

10.08.24.01 Motion. Moved to approve the meeting minutes from the September 10, 2024 board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President –

The President indicated that the Glen's Annual Meeting is coming soon in November. Ballots have been mailed and should arrive soon to Glen Co-Owners' homes. The President requested our Co-Owners to vote soon to ensure quorum. The President described the purpose of the Annual Meeting, which includes: (1) approving minutes from last Annual Meeting, (2) approving the budget, and (3) approving new Board members. The following week, we will hold our standard Board meeting.

The President congratulated the Pool Committee and the pool contractor staff on a successful and excellent season this year.

The President shared that Mike Wells, current Chair of the Court Representatives Committee, has announced that he will be leaving the Committee soon, but has agreed to stay on through the Annual Meeting.

The President also indicated that interest has been expressed regarding in-person meetings of the Board. The Board is looking to explore an in-person meeting trial run to determine community response and interest in this option. The Board will look into date options in early 2025, but will continue meeting remotely via Zoom remote in the near-term.

Vice President –

The Vice President ceded time.

Treasurer –

The Treasurer opened his report by announcing several projects:

- (a) The Treasurer announced that he is trying to set-up a meeting with Morgan Stanley at our December 2024 Board meeting to discuss expanding reserve investments beyond laddered CD's.
- (b) The Treasurer is also trying to set-up a meeting with REI in January 2024 about the next round of parking lot maintenance and replacement.
- (c) The Treasurer announced that he is drafting a *Landscape Manual* to reflect Glen landscape experience, tips, and Board policies that have come to be recognized while he has served on the Board.

10.08.24.02 Motion. Motion to approve a revised Maintenance Manual. Approved unanimously.

10.08.24.03 Motion. Motion to approve the \$16,520.00 Kolas carpentry bid in Tab 6 of the Management Report. Approved unanimously.

10.08.24.04 Motion. Motion to approve the ProGrounds proposal for snow removal in Tab 7 of the Management Report. Approved unanimously.

After this was voted, management, responding to questions posed by the Treasurer, stated that: (a) our snow removal equipment is operational; and (b) she has marked on our plat and sent to ProGrounds the locations where salt/chemicals should not be applied to recently installed concrete.

The Board discussed Cardinal Management Company's fence replacement engineering supervision proposal in Tab 8 of the Management Report. Responding to a request by the Treasurer, management agreed to enquire about the duration of the offer pending acceptance. The Board then informally agreed to vote by e-mail on Cardinal's proposal after an answer is received.

After discussion, the Board informally agreed to pursue scheduling more in-person Board meetings, rejecting a proposal to poll the membership about this.

The Board informally agreed to finance a professional inspection of the Tot Lot every two years, with the next inspection due in 2026.

Secretary –

The Secretary inquired about Dominion Paving's response to the REI report developed documenting the cause of cracking found on the recently replaced concrete service road to the Glen pool. The On-Site Manager indicated she would be following up to determine: (a) Dominion's response, and (b) anticipated next steps to rectify the issue.

10.08.24.05 Motion. Motion to approve the HOA master policy renewal packet with Greater New York. Motion approved unanimously.

10.08.24.06 Motion. Motion to approve the ProGrounds non-contract landscape improvements in the amount of \$6,551. Motion approved unanimously.

10.08.24.07 Motion. Motion to approve the variance for attic renovations at 4301 36th St S. Motion approved unanimously.

At-Large -

The At-Large Member shared that he has been working to make sure the word has been spread regarding the Glen Annual meeting, including updates to the Glen website and physical mailings.

COMMITTEE REPORTS:

Pool

Pool Committee Chair Lori Derkay shared that:

- The Committee supported expanded private swim lessons this pool season. Thirty-eight (38) children participated, including 11 non-Glen residents. The Chair indicate that this coordination was labor-intensive, and that the Pool Committee would like to see other communities take on private swim lesson coordination for non-Glen residents. The Chair requested the President bring this up at the next President's meeting in December.

Landscape

The Landscape Committee Chair was absent. The On-Site Manager provided the following report:

- Per the above approved ProGrounds non-contract proposal, the Committee is undertaking a campaign of landscaping work to include: regenerative pruning, general upkeep, and miscellaneous resident requests.
- The On-Site crew will be working to remove vines from trees around courts 5-7. Their next step will be inspecting units for vine removal.
- The Treasurer requested that more attention be paid to the King Street perimeter, noting that several dead/dying bushes need to be removed.

Court Representatives

No update.

Safety

No update.

Maintenance

No update.

E-Charging

E-Charging Committee Member Michael Schneider shared a presentation outlining a series of options available to the Glen for installation of electric vehicle chargers, including specific hardware options, installation requirements, possible locations, and associated costs. Schneider also provided a presentation on cost and revenue modeling, estimating what costs for installation and maintenance of chargers would be for the Glen, as well as projections of expected revenue from their use. The Board will work with Schneider to conduct some Glen community outreach to explore and discuss options, as well as to communicate potential costs and related information to the community, ahead of any decision to pursue electric vehicle chargers for the Glen.

Fence

No update beyond those provided in reports above.

MANAGEMENT REPORT:

The On-Site Manager had nothing additional to add to the management report.

Responding to a request by the Treasurer, management agreed to correct his typo by changing the word “Mother” to “Move” in point (1) of Tab 2 of the Management Report.

OLD BUSINESS

None.

NEW BUSINESS

None.

EXECUTIVE SESSION

During executive session, the Glen’s onsite manager agreed to ask her supervisor (our account manager) to contact legal counsel about when they will be ready to file for judicial foreclosure in RB File No. 654727.

The board reconvened in regular session at 8:38 p.m.

ADJOURNMENT: The meeting was adjourned by the President at 8:45 p.m.

The Glen will hold its Annual Board Meeting on Thursday, November 7, 2024 at 7:00 p.m. Further, the next scheduled standard meeting of the Board is Tuesday, November 12, 2024, at 6:30 p.m. Both meetings will be held virtually via Zoom.

Respectfully submitted,

Seth Theuerkauf
Secretary