

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS  
HIGHLIGHTS OF THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
SOUTH FAIRLINGTON COMMUNITY CENTER  
3308 S. Stafford Street, Arlington, VA 22206  
APRIL 21, 2010

**IN ATTENDANCE**

John Thurber	- President
David Andrews	- 1 <sup>st</sup> Vice President
Lisa Farbstein	- 2 <sup>nd</sup> Vice President / B&G Committee Liaison
Jackie Maguire	- Secretary / Pool Committee Liaison
Paul Cinquegrane	- Treasurer
Diane Thurber	- Recording Secretary
Jason Eglin	- CMCA, AMS, Community Manager, CMC

**CALL TO ORDER AND QUORUM** Call to order at 6:50 p.m. Quorum established.

**EXECUTIVE SESSION** By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss delinquent accounts, a possible Bylaw violation/instance of illegal activity in the community, and letters sent to two residents. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:00 p.m. .

**APPROVAL OF MINUTES** By UNANIMOUS CONSENT the minutes of the meeting of March 17, 2010, were approved as presented.

**APPROVALS SUBSEQUENT TO MEETING** By UNANIMOUS CONSENT the Board voted to re-affirm and enter into the record the following items, approved via e-mail between the time of the last regular Board meeting on March 17, 2010, and this meeting:

1. Two requests for replacement windows.
2. Proposal from Valley Crest for parking lot cleaning.
3. Request for storm door replacement.
4. Request to replace four damaged Nandina bushes.
5. Request for renovation of upstairs bathroom.
6. Request for basement upgrades.
7. Request from Fairlington FINS swim club for use of pool July 19- 23.
8. Proposal from Katchmark for replacement of one gutter and five portico roofs.
9. Request to install interior soundproofing.
10. Request for replacement hot water heater.
11. Proposal from Katchmark, Inc. for snow/ice damage repairs at various locations throughout the property.
12. Request for replacement of heat pump.
13. Proposal from DMA Cleaning Services to renew B-building cleaning contract.
14. Proposal from Community Pool Service, Inc. with list of items required prior to pool opening, and in order to obtain County operating permit.

**ROOFS** Katchmark has two or three crews rotating throughout Fairlington. They have completed approximately 90% of the repairs in the Meadows, and should be finished by the end of next month. The upcoming contract for one roof replacement will be effected in late spring or early summer.

- NEW ADMINISTRATIVE DOCUMENTS** Mr. Eglin created three new administrative documents for the Board's use: a list of the Association's current operating contracts, including contract dates and terms, contact names and numbers; an "Action Item List," which describes current issues and assigns a priority level; and an Operations Calendar, showing by month what items are scheduled to be undertaken
- B&G COMMITTEE**
- The grounds contract will be coming up for bid.
  - Dwyer Plumbing will be cutting the clean-out pipes flush to the ground following pit restoration, so they are not cut too low and become buried.
  - A proposal will be sought for B-building carpet cleaning.
  - Parking lot clean-up went well, with sufficient advance notification to residents.
  - Tree work necessitated by storm damage is complete.
- PARKING SIGNS** The owner of A-1 Towing will be coming out to the property to determine what additional signage is needed.
- COUNCIL OF PRESIDENTS** A resident has volunteered to act as Board Liaison for the FCA's newly-established Council of Presidents.
- POOL** Pre-season preparations are underway; items such as plumbing and gate repair will be accomplished by our maintenance crew. The pool cover can be removed at any time; patching is needed where the pipe stem tore through the cover due to the excessive weight of snow.
- WEB SITE** The Association's web site will be changed from ".com" to ".org" Notice of the change will be advertised in the Messenger.
- STRATEGIC PLANNING** The Board has begun a program of strategic planning for handling a multitude of issues, including the Annual Meeting, Budget, Buildings, Contracts, Financial, Communications, Governing Documents, etc.
- NEXT MEETING** The next regular Board meeting will be held on Wednesday, May 19, 2010, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Executive Session starts at 6:45 p.m., followed by the regular session, beginning with Residents' Forum.
- ADJOURNMENT** By UNANIMOUS CONSENT the meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Diane Thurber  
Recording Secretary