

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS  
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
ABINGDON ELEMENTARY SCHOOL LIBRARY  
3035 S. Abingdon Street, Arlington, VA 22206  
JANUARY 17, 2007

- IN ATTENDANCE**      John Thurber                      - President  
                                 David Andrews                 - 1<sup>st</sup> Vice President  
                                 Lisa Farbstein                 - 2<sup>nd</sup> Vice President / B&G Liaison  
                                 Jacqueline Maguire           - Secretary  
                                 Debbie Diener                 - Treasurer  
                                 Diane Thurber                 - Recording Secretary  
                                 John Kilkenny                 - Community Manager, Condo Division, CMC  
                                 Ed Hilz                             - 3405-B S. Stafford Street
- 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 an issue on which the Board is seeking guidance from legal counsel. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session.
- APPROVAL OF MINUTES**             By UNANIMOUS CONSENT the minutes of the November 15, 2006, meeting were APPROVED as submitted.
- FLOOD RESOLUTION CAP**             A final draft will be forwarded to the Board for review and a vote.
- SIGNAGE POLICY**                        The Board would like to get this in place soon, as well.
- SEWER RELINING**                        The Board received from Civil Engineer Ron Kirby, Jr., a Memorandum outlining three proposals for this project. The bidders were Enviro-Flow Companies, JED Mechanical (a/k/a Lateral Liners) and US Sewer & Drain. Enviro-Flow was the lowest bidder, but they are located in Ohio, and Mr. Kirby feels that may prove to be a logistical problem. His recommendation is US Sewer & Drain. He checked several references and they were "outstanding." They have "staffed teams" around the U.S. who act as subcontractors, and they also provide a fifty-year manufacturer's warranty. Assuming the Board approves the proposal, Mr. Kilkenny will get the contract prepared, reviewed and signed. Work could commence as early as February or March.
- B&G**                                         The grounds contract is one of our major contracts, and it is up for renewal. Although we have been pleased with Valley Crest, the contract will be sent out for bid, in order to keep it competitive.
- SHUTTERS AND FENCES**             Repairs and replacements are moving along well because the weather has been good.
- PARKING LOTS**                         Chamberlain Construction has presented a proposal for a preventive maintenance program. Since our parking lots are all relatively new, they still should be in good condition. Mr. Kilkenny turned over the information to the Board, in the event they are ever interested. Any problems with the blacktop should be reported to Mr. Clark.

- ROOFS** Gardner-James prepared an RFP, which will be sent to contractors for bid. The Board believes Gardner-James has been a good investment. They were very helpful when the last roof was completed.
- THE EXAMINER** The Examiner newspaper is being distributed randomly throughout the village. It is provided free of charge and is not delivered to any unit in particular, but merely dropped on the ground at various places. This is creating a nuisance, in that our maintenance crew is spending time picking up unwanted copies, it is a source of litter that is adding to our dumping fees, and it is a waste of resources. Prior to undertaking the steps required to cease this unsolicited distribution, the Board will poll the community through the Messenger to determine if there is any interest by residents in receiving The Examiner. They will decide how to proceed, based on the feedback that is received by the cut-off date.
- COURT 14  
PET ISSUES** A letter was sent to the residents of Court 14 requesting their cooperation in leashing their pets and not allowing them to urinate in the same area continually, which is damaging the grass.
- PARKING IN  
COURTS 11 and 14** There recently have been a number of parking issues in these two courts neither of which has assigned spaces. Residents in those courts must display their hang tag in the proper manner or risk being towed. The Board is prepared to paint the spaces with reserved, numbered designations in any numerical order the residents desire, if they decide to institute reserved parking. The County has not yet made a decision on the proposed new towing regulations, so it is unknown at this time how those will affect us.
- VANDALISM**
- There have been three recent incidents of vandalism – a resident’s holiday lights were cut in six places, and another resident’s vehicle was “keyed” twice. The police were notified. The Board’s article in the upcoming Messenger encourages residents to be vigilant and to report any suspicious activity.
  - Approximately thirty beer cans were found littering the common area adjacent to Quaker Lane. There is a large tree there that provides a hiding place for such activity. The Board will discuss the possible removal of that tree with the Glen’s Board President. The tree is on Glen property but abuts the Meadows.
- FIBER OPTICS** Verizon is moving to fiber optics, and sent the Glen a letter requesting permission to come look at the property. (The Meadows received no such letter.) Mr. Kilkenny reported that six of the communities he manages that have fiber optics think it’s a “disaster” in part because the “system keeps crashing.” In their letter, Verizon mentions routers, switches, nodes, etc., which means some sort of “room” would have to be built on the property. The Glen’s Board President would like to have a meeting with all of the Fairlington Board Presidents to discuss this issue.
- ELECTRICITY  
IN B-BUILDINGS** There are four known B-buildings that do not have “house meters” and, therefore, one unit is paying for the common area electricity. The Board agrees that it would be more cost effective simply to reimburse those residents for that electrical usage. An agreement will be drawn up outlining the terms of both access to the electrical box (a unit key will have to be provided) and payment to the resident. This agreement then will become a part of the unit file for those four units and will be included in their resale packages.
- FINANCIAL** Mr. Thurber would like to see more detail in the financials. The Association requires detailed billings before any payments are made to contractors

**INDEPENDENT  
PROPERTY  
EVALUATION**

An engineer from CMC recently performed an independent evaluation of the property (at no additional cost to the Association). He reported a number of caulking and painting issues in Courts 7, 8, 9 and 10, which makes sense because those are next in line to be painted. His other findings revealed nothing serious.

**ASSOCIATION  
CREDIT CARD**

The Board will be obtaining a credit card in the name of the Association for use by Mr. Clark and Mr. Ramirez for work-related purchases. Mr. Clark currently uses his personal credit card.

**MANAGEMENT  
EXPO**

There is a management expo scheduled for March 31, 2007, at the Washington Convention Center. Mr. Thurber is interested in attending, and other Board members are welcome to do so. CMC will be represented. There will be information booths, a chance to meet new vendors, seminars, etc.

**COMCAST**

The Board's latest comments were forwarded to COMCAST, but Mr. Kilkenny has not received a response.

**RECYCLING  
GUIDELINES**

The Recycling Guidelines have been updated, and will be posted on the Association's web site.

**RESIDENTS'  
MANUAL**

The Residents' Manual also needs updating. The Bylaws must be revised by the Board and approved by the Co-owners, so they will be separated out and updating the main document can begin.

**MAGNETS**

Ms. Farbstein has proposed that the Board create refrigerator magnets containing recycling and other relevant information, which could be distributed at the Annual Meeting, etc. Mr. Kilkenny invited her to provide a prototype and he will investigate the cost.

**NEXT MEETING**

The next regular meeting of the Board will be held on Wednesday, February 21, 2007, in the Abingdon Elementary School library, 3035 S. Abingdon Street, Arlington, Virginia. Executive Session starts at 6:45, followed by the regular meeting, beginning with Residents' Forum.

**ADJOURNMENT**

By UNANIMOUS CONSENT the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Diane L. Thurber  
Recording Secretary