

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  
JUNE 18, 2008

- 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 / Pool Committee Liaison           |
| Debbie Diener                      | - Treasurer                                    |
| Diane Thurber                      | - Recording Secretary                          |
| Jason Eglin                        | - CMCA, AMS, Community Manager, CMC            |
| Chuck Edwards and<br>Drew Thompson | - Co-Chairs, B&G Committee                     |
| Lindsey Collins                    | - Co-Chair, Pool Committee                     |
| Dan and Laura<br>Knighton          | - 3367 S. Stafford Street                      |
| Ed Hilz                            | - 3405-B S. Stafford Street                    |
| Paul Cinquegrane                   | - 3445 S. Utah Street                          |
- CALL TO ORDER AND QUORUM**
- Call to order at 6:48 p.m. Quorum established.
- EXECUTIVE SESSION**
- By UNANIMOUS CONSENT, the meeting was moved into Executive Session to discuss a personnel matter and delinquent accounts. 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 May 21, 2008, meeting were approved as presented.
- APPROVALS SUBSEQUENT TO MEETING**
- By MOTION duly MADE, SECONDED and CARRIED the Board voted to re-affirm and enter into the record items approved via e-mail between the time of the last regular Board meeting on May 21, 2008, and this meeting.
1. Two requests for window replacements in units on S. Stafford Street.
  2. Request for window replacement in unit on S. 34<sup>th</sup> Street
  3. Request for patio renovations in unit on S. Stafford Street.
  4. Request for basement bathroom remodeling and installation of sump pump in unit on S. 34<sup>th</sup> Street.
  5. Request to install new heating and air conditioning system in unit on S. Stafford Street.
  6. Proposal from Katchmark Construction to make repairs to the roof at 3422 S. Stafford Street. Once the slate is delivered, work can begin.
- TREE CONCERNS**
- Resident requested that tree in Court 4 that was previously examined by arborist be re-evaluated. The tree was thought to be healthy, but now "large portions have broken off" and it is misshapen.
  - Residents reported that a tree in front of their unit appears to have suffered damage recently. The B&G Committee will look at both this tree and the one in Court 4.

**FENCE QUESTION** Residents have observed that their patio area is smaller than others of similar units due to the placement of the fence, which they believe was precipitated by the location of the air conditioning compressors for the adjacent B-building. The Board will determine if the fence line can be altered slightly to remedy this inconsistency.

**SEWERS** Both Mr. Kirby and Mr. Clark are monitoring the relining work. The sewer pits in Courts 13 and 14 should be left to settle a while longer before restoration is attempted.

**B&G COMMITTEE**

- The Board inquired what actions are taken by the Committee as a result of the IPM reports. Co-Chairs responded that removals are taken care of as needed; with regard to specific recommendations re: disease and pruning, remedial action will occur in the fall; a second tree pruning was performed as a result of recommendations in the report; and a letter was sent to the County regarding problems with the street trees.
- The grounds contract expires December 31, and will be sent out for bid some time in August.
- The pre-emergent lawn spraying was completed, but the post-emergent was not done. The schedule was complicated by the weather, as the spraying can't be done when it is wet or windy.
- A few tree limbs came down in the recent storm, and the maintenance crew took care of them.
- The Due Process Resolution has been finalized, distributed to the residents, and is now in place. The Board is now in a position to begin due process in cases where residents' patios are in violation of the Bylaws

**POOL COMMITTEE** Co-Chair reported that there has been a good turn-out of new Committee members. She will confirm with the lifeguards the following issues that have been of concern: (1) flotation devices should be removed from the pool when not in use; otherwise, they deteriorate more quickly, interfere with lap swimmers, and block the skimmers; (2) whistles should be used not only for "break" but also when infractions occur; simply *talking* to the person is not sufficient "warning"; and (3) children must get out of the pool entirely during break. The Committee will be assessing what worked this year, what did not, and what can be improved upon next year. The question of disallowing smoking at the pool has been broached. Prior to establishing such a new policy, the Board would like to get a sense of the community on the issue. Suggestion to put a clipboard at the pool with a "neutral for-or-against survey," and also mention it in the Messenger. The Board wants the lifeguards to remember that they are in complete charge of the pool and to know that they have a support network behind them. The Committee generally meets every week; however, meetings may be cancelled due to inclement weather. Pizza party this Saturday from 7:00 p.m. to 9:00 p.m.

**ROOF** Our engineer is reviewing for us as part of the contract the proposal from Ruff Roofers for the roof at 3443A - 3447B S. Stafford Street. September is the projected start date.

**WATERPROOFING ISSUE RESOLVED** The Board received a proposal to make repairs to a B-Building on S. Stafford Street due to water intrusion into the common area through the electrical panel. It appears that Mr. Clark has repaired the problem by uncovering the black plastic drainage tube, which had been buried and was clogged.

**COMCAST** The Board has endorsed the final agreement with Comcast, and is waiting to receive a signed copy. It appears that they are "trying to

be better.” They requested that Miss Utility come out and mark the grounds prior to their burying their lines. The method they are using is to insert a spade into the ground, lay in the line, then close up the slice in the ground. Hopefully, this will keep damage to the grounds to a minimum.

- 2009 BUDGET/  
2007 AUDIT** Next year’s Budget process is already underway. The Board has received a copy of the draft 2007 Audit for review and approval.
- ANNUAL MEETING** The Board selected October 29 as the proposed date for the Annual Meeting. Research will be done regarding electronic voting.
- TENNIS COURTS** Recreation Committee Co-Chair reports that the new signs have been installed, and appear to have stopped misuse of the tennis courts; requested that everyone help keep an eye on the situation.
- FENCES** B&G member offered to contact other villages to inquire about their experiences with fence replacement. Although the Board has no immediate plans for fence replacement, the information will be helpful for reserve planning purposes. The cap boards are designed to protect the vertical slats and as such are “sacrificial.” Residents whose fence cap boards need to be replaced should contact the maintenance crew.
- B-BUILDING MAIL  
BOXES** B&G member investigating the replacement of mail boxes in the B-buildings. It is believed that new boxes may soon be mandated by the Postal Service.
- PAINTING** The next painting cycle will begin in September. RFP is being reviewed and updated.
- BACKFLOW  
PREVENTER** Board and resident attempting to reach a compromise as to future repair and maintenance of backflow preventer installed in a unit years ago by a previous Board.
- WATER CLAIM** Residents’ claim for damages to unit allegedly caused by water intrusion through the window wells denied. Request pending for the installation of a sump pump in the unit.
- RESALE PACKET** All corrections to the Resale Packet have been made, and the document is now completely up to date and in the correct order.
- NEXT MEETING** The next regular meeting of the Board will be held on Wednesday, July 16, 2008, 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 8:10 p.m.

Respectfully submitted,

Diane Thurber  
Recording Secretary