

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  
NOVEMBER 15, 2006

- 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       |
| Judi Garth         | - Member, Pool Committee                       |
| Lynn Beasley       | - 4302 S. 34 <sup>th</sup> Street              |
- CALL TO ORDER AND QUORUM**
- Call to order at 6:45 p.m. Quorum established.
- EXECUTIVE SESSION**
- By MOTION duly made and carried by UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss a due process matter and employee compensation. Following discussion, by MOTION duly made and carried by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:45 p.m.
- FROM EXECUTIVE SESSION**
- By MOTION duly MADE, SECONDED and CARRIED, the Board voted on a compensation package for the maintenance staff for 2007, including a pay increase, additional vacation days, a holiday bonus, and a retention incentive for 2008.
- APPROVAL OF MINUTES**
- By MOTION duly MADE, SECONDED and CARRIED by a vote of 4-0-1 (Farbstein), the minutes of the October 11, 2006, 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 meeting on October 11, 2006, and this meeting.
1. Resident request to replace the front storm door. Work to be performed in compliance with Meadows Exterior Architectural Criteria.
  2. Proposed RFP prepared for sewer relining work, and authorization to release same to potential bidders.
- COMMITTEE CHAIRS**
- By MOTION duly MADE, SECONDED and CARRIED, the Board voted to appoint the following persons to Chair the standing Committees for 2007:
- Chuck Edwards and Judi Garth, Buildings and Grounds Committee
  - Diane Thurber, Committee of Court Chairs
  - Liz Moores, Pool Committee
  - Ed Girovasi and John Stack, Recreation Committee
  - Kathryn Utan, Meadows Messenger
- ROOFS**
- Gardner-James prepared specs and provided oversight on the contract with Ruff Roofers; the Board and Mr. Kilkenny were satisfied with the

work. In their specs, Gardner-James made some good recommendations to change the size of the drain pipes and gutters. The Board will need to consider whether or not to extend with them for the next roof replacement.

**RESERVE STUDY** A Reserve Study is required every five years, and provides a twenty-year projection. The last one was performed in 2004; the next will begin in 2008, to be completed in 2009. Mr. Thurber would like to see more roof details in the next study, as the current information on major repairs and replacements goes back only to 2001.

**WATER ISSUE** Resident experiencing water penetration into basement through electrical panel. Has received two proposals for remediation, but they are quite different, so additional quotes will be sought. One proposal recommends exterior excavation and waterproofing of the outside wall. Contractor previously puttied the wall, which stopped the problem for ten years, but they now believe water seeps down through the ground and follows the conduit into the house, and that the conduit "sleeve" itself may be deteriorated. Second proposal is to install fifty-six feet of rubber membrane, seal the electric line penetration on the rear foundation wall, and install a drain in the window well and an exterior sump pump at the footer level, but this may be more work than the situation requires, if it is simply intrusion through the conduit. A new gutter on the building has alleviated most of the problem. Work to be done at resident's sole expense, and must be completed to current Codes. Mr. Clark will provide names of other companies from which resident can seek competitive pricing.

**POOL** Ms. Garth is helping the Pool Committee transition into the next season. She feels there needs to be "a fresh start with the Committee" and noticed that there is not a published Charter. The Board did institute a Charter previously, and will locate it. Among the items the Charter should include are the following: a list of the Pool Committee's responsibilities and the rules; what the Committee's focus should be; how the Board and the Committee will interface, including "reporting order"; areas over which the Committee has authority; criteria to evaluate proposals; and a timeline for accomplishing things. Ms. Garth thinks there should be a community meeting, so that people can understand the kind of expertise needed to operate the pool, and to give them a chance to express their opinions. It was pointed out that any such meeting will not be held for the purpose of voting on who will be selected as Pool Manager. Selection of a pool manager and/or pool management company is the Board's decision. Board members will be meeting with the incoming Chair in the near future.

**POOL COVERS** The pool covers are on order and should be installed soon.

**COMCAST** Mr. Thurber will prepare a response to their comments, which will be forwarded to their attorney by Mr. Kilkenny.

**SEWER RELINING** Civil Engineer Ron Kirby, Jr., prepared a very good RFP and is now actively seeking proposals from four companies for the relining work.

**SIGNAGE** There have been a few instances of unacceptable/improper signs recently, both in windows and on lawns. The Board has latitude under Virginia law to revise Association documents and to pass a resolution on sign restrictions.

**ELECTRICITY IN B-BLDGS.** There are two B-buildings in which one unit is paying for the common area electricity. An analysis based on kilowatt hours revealed that each of those units is paying approximately \$60.00 per year. Rather than rewiring the buildings, the Board is considering a simple yearly reimbursement of that amount to the affected residents.

- SNOW REMOVAL** By MOTION duly made and carried by UNANIMOUS CONSENT the Board voted to accept the proposal from Valley Crest to provide snow removal services for the 2007 winter season.
- FLOOD RESOLUTION** The amendment to the Flood Resolution has been reviewed by counsel, who recommended a few changes. A "clean" version will be prepared and forwarded to Board members for final review and voting.
- CONDO FEES** The new coupon booklets are on order. The Board recommends that residents consider automatic debit.
- GUTTERS** The maintenance crew is cleaning out the gutters in anticipation of predicted rain storms.
- LAWN DAMAGE/ PETS** The lawns in Court 14 are being damaged by dogs consistently urinating in the same location. A flier will be prepared and distributed to residents in that Court, requesting their cooperation in alleviating the problem.
- COURT 14 PARKING** Ms. Farbstein may poll the Court to inquire if residents are interested in instituting assigned parking.
- NEXT MEETING** No meeting in December. The next regular meeting of the Board will be held on Wednesday, January 17, 2007, at 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 MOTION duly made and carried by UNANIMOUS CONSENT, the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Diane L. Thurber  
Recording Secretary