

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS  
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
SOUTH FAIRLINGTON COMMUNITY CENTER  
APRIL 5, 2006

- 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 |
| Debra Diener                    | - Treasurer  |
| Diane Thurber                   | - Recording Secretary                                  |
| John Kilkenny                   | - Community Manager, Condo Division, CMC               |
| Chuck Edwards and<br>Judi Garth | - Co-Chairs, B&G Committee                             |
| Chris Meuchner                  | - 3321 S. Stafford Street                              |
- CALL TO ORDER AND QUORUM**
- Call to order at 7:00 p.m. Quorum established.
- EXECUTIVE SESSION**
- By UNANIMOUS CONSENT, the meeting was moved into Executive Session to discuss a personnel issue, a delinquent account, a due process matter, and an issue related to legal counsel. Following discussion, by UNANIMOUS CONSENT, the meeting was moved out of Executive Session and into regular session at 7:10 p.m.
- APPROVAL OF MINUTES**
- By UNANIMOUS CONSENT, the minutes of the February 13, 2006, and March 7, 2006, meetings were approved as submitted.
- 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 and this meeting. Those items are:
1. Patio renovation on S. 35<sup>th</sup> Street, as per drawings submitted.
  2. Basement bathroom renovation on S. Stafford Street, as per proposal submitted. Also, window replacement at same address.
  3. Attic renovation on S. 34<sup>th</sup> Street (and minimal structural upgrades on main level), per construction plans submitted.
  4. Rear exterior door replacement on S. Stafford Street, as outlined in e-mails from resident.
  5. Purchase of 1998 truck to replace Association's current vehicle. Title transferred and insurance in place. Cost of dumping sticker has doubled.
    - All relevant correspondence and documents shall be placed in the appropriate unit files.
- HOMEOWNER REQUESTS**
- By MOTION duly MADE, SECONDED and CARRIED (3-0-1, Diener), the Board approved resident's request to replace basement windows and basement floor in unit on S. Stafford Street.
  - By MOTION duly MADE, SECONDED and CARRIED, the Board approved window replacement request on S. Stafford Street, per contract submitted.
  - Resident without reserved parking space inquired about obtaining same. Following previous communications and lengthy discussion, request denied.
- B&G COMMITTEE**
- The Committee is currently working on the spring planting; they are fine-tuning the proposal from Valley Crest, as resident requests continue to be received. The proposal includes a number of trees (2 - 2.5" caliper), the majority of which

are in Court 11, some damaged by the roof replacement. In addition, there are a lot of shrubs that need to be replaced either because they have died, are overgrown (particularly junipers), or sustained winter damage. Replacements will be with sturdy plantings, such as hollies. Board recommended that if residents request plantings then do not care for them, the Committee not consider future requests. Mr. Edwards provides residents with watering guidelines for new plantings. Meeting scheduled with Valley Crest next Thursday to finalize spring planting contract, at which time it will be presented to the Board.

- Weeding and winter pruning are complete; mulching was begun today and will be completed tomorrow.
- Several buildings and fences are covered with ivy, which must be removed. Any damage to the mortar will be noted and scheduled for repair.
- The maintenance crew is matching the shutters on the buildings in the last painting cycle, beginning with the fronts and sides.
- Mr. Clark is in the process of conducting a fence survey. Fences will be stained as needed. Residents may request stain and do the work themselves.
- Three or four bicycles are chained to a sign believed to be on our property. A note will be left telling the owner that if they are not removed by a specified time, then we will do so.
- County arborists have instructed Co-Chairs on proper pruning techniques, which they will pass on to Committee members.
- Parking lot clean-up is scheduled for April 12 (Courts 1-7) and April 13 (Courts 8-15). Mr. Clark will put up signs to notify residents.
- A patio tour is being planned for July 15.

**FINANCIAL**

Mr. Kilkenny presented a plan of financial restructuring to the Board, which included re-investing the funds from a maturing T-Note and establishing accounts to secure the best interest rates while still ensuring FDIC protection.

**BUDGET**

The Board will begin discussing the Annual Meeting at the June meeting.

**DELINQUENCIES**

By MOTION duly MADE, SECONDED and CARRIED, the Board voted to remove from the books all delinquencies below \$10.00. Mr. Kilkenny will work with our accountant to be sure the amounts being dismissed are legitimate and do not stem from routine under-payments.

**POOL**

- A meeting will be arranged with our Pool Manager, Pool Committee Chairman, representatives from Century Pool, Mr. Kilkenny, and Mr. Thurber to discuss operations for the coming season.

- Century recommends pressure testing both pools. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to approve two proposals from Century Pools, Inc., one for pressure-testing both pools, and the other for filter system repairs and accessories. There may be a leak beneath the baby pool, which could require an underground repair next year.

- A new refrigerator is needed for the guard room.

**PARKING LOTS**

By MOTION duly MADE, SECONDED and CARRIED, the Board approved the proposal from Chesapeake Finishing, Inc., dated March 3, 2006, to re-stripe, re-number, and paint the word "Reserved" in each space of our fifteen parking lots, as appropriate. The work should be coordinated with the spring lot-sweeping.

- SEWERS** Mr. Kilkenny is pursuing an engineer to review and make recommendations to the Board and to oversee the re-lining work by a qualified contractor.
- COURT 9  
LOT REPAIRS** An asphalt patch has been laid, and the concrete curb poured. The County's contractor arrived on time and performed the work as directed. B&G is hopeful that the one affected tree will survive. The grounds in the immediate area will be restored by Valley Crest.
- SIDEWALK  
LIGHTING  
BEHIND COURT 6** The first proposal received was excessive, and has been tabled. Mr. Clark will be meeting with another contractor on Monday, who will provide a second proposal. The plan is to remove the ground lighting and install three ten-foot light poles along the sidewalk. The Board has incorporated B&G's recommendation that the fixtures not be "light polluting." The building-mounted light at 3479 S. Stafford Street still needs to be checked to determine if it is operational.
- ROOFS** - By UNANIMOUS CONSENT, the Board approved the two Change Orders to the contract with Ruff Roofers, Inc., dated March 2, 2006.  
- The Association cannot afford to replace two roofs a year.  
Replacements will be done as needed. The six worst ones have been identified by Mr. Clark.
- EXTERIOR  
ARCHITECTURAL  
CRITERIA** This document is still being worked out.
- DUE PROCESS  
HEARINGS** The Board is in the process of researching the history and current status of each violation, and will forward all pertinent documentation to Mr. Kilkenny for action.
- COMCAST** Comcast was unaware that Fairlington has historic designation. Their attorneys are located in Pennsylvania. Board hopes to receive the contract back from them soon.
- NEW  
COMPUTER** The new computer at the maintenance shop has been installed, and the e-mail address is [meadowsshop@verizon.net](mailto:meadowsshop@verizon.net)
- UPDATES** - The orange bulb in the front exterior light at unit on S. 35<sup>th</sup> Street has been replaced with a correct white bulb.  
- Our maintenance crew will repair the hole in the roof of unit on S. Stafford Street, caused by the improper installation of an attic fan through the slate. The cost for labor and materials will be billed back to the company that manages the unit and to the unit owner.
- NEXT MEETING** Wednesday, May 17, 2006, at the FCC. Executive Session starts at 7:00 p.m., followed by the regular meeting, beginning with Residents' Forum.
- ADJOURNMENT** By UNANIMOUS CONSENT, the meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Diane L. Thurber  
Recording Secretary