

**FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
FEBRUARY 2, 2004**

IN ATTENDANCE	John Thurber	- President
	David Andrews	- 1st Vice President
	Judy Pisciotta	- 2nd Vice President
	Paul Kealey	- Treasurer
	Bryan Hochstein	- Secretary
	Diane Thurber	- Recording Secretary
	George Gardner	- CMCA, Division Director, CMC
	Olivia Dixon-Powers	- Community Manager, CMC
	Chuck Edwards	- Co-Chair, B&G Committee
	Lisa Farbstein	- Co-Chair, B&G Committee
	Jack Clark	- Maintenance Manager

CALL TO ORDER AND QUORUM Called to order at 7:00 p.m. Quorum.
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APPROVAL OF MINUTES By UNANIMOUS CONSENT, the minutes of the December 15, 2003, meeting were APPROVED as submitted.

EXECUTIVE SESSION By MOTION duly MADE, SECONDED and CARRIED, the meeting was moved into Executive Session for the purpose of discussing personnel and contractual matters.

By MOTION duly MADE, SECONDED and CARRIED, the meeting was moved out of Executive Session and into regular session at 7:10 p.m.

PERSONNEL SELECTION By MOTION duly MADE, SECONDED and CARRIED, the Board affirmed its earlier decision to hire Aaron Ferguson as Maintenance Assistant for the Association. Mr. Ferguson began work on January 29, and Mr. Clark has been introducing him to residents.

TRUCK The clutch on the truck may need to be replaced soon. The truck was purchased used in 1996.

SECRETARIAL SERVICES By MOTION duly MADE, SECONDED and CARRIED, the Board voted increase the fee arrangement with the Recording Secretary to the customary fee charged by companies providing similar services.

RESIDENTS' FORUM

4207 S. 35th STREET Residents presented their case for compensation for damage to their unit and to personal property, resulting from sewer back-ups.

EXTERIOR CLEAN-OUTS The Association will soon begin undertaking the installation of exterior clean-outs on the buildings which will allow us to inspect every line on a routine basis and perform preventive maintenance. The ones with a history of flooding will be done first. Dwyer has provided a proposal to install exterior clean-outs on all of the buildings. By consensus, the Board agreed to install the clean-outs all at once rather than over a three year period, as proposed. The Board directed Mr. Gardner to solicit two additional bids and to ask Dwyer

for a revised bid. The preventive maintenance contract should also be put out for bid. Mr. Clark has a map that shows where the lateral exits each building. He will identify where the existing exterior clean-outs are located and where the new ones are proposed to be installed. A copy will be provided to the Board, to the contractor, and to the B&G Committee.

B&G COMMITTEE

Quaker Lane Project The County has completed the planting of twenty-seven pin oaks and numerous red-tipped photinias along Quaker Lane, which will add to the cedar “screen.” There is a two-year warranty on the project, after which time maintenance will become the responsibility of the Meadows and the Glen. These particular plantings were requested because they require less maintenance and do well in urban areas, and we already maintain the street trees.

Virginia Power The Board received a letter from a resident informing them that Virginia Power dug up their lines behind his home and now he is concerned about potential damage to major trees in that area. The B&G Committee has spoken with representatives of the utility and met with them but it does no good because they have an easement. By UNANIMOUS CONSENT the Board agreed to hire Jerry Dieruf to inspect the affected trees for potential damage caused by the utility company, billable at his hourly rate.

Fences When the fences were replaced, the unit numbers were removed, and the Committee would like to see them restored. CMC will get a cost estimate for the next meeting.

Concrete Work Some of the new curbing and sidewalks in Courts 8 and 14 have cracks in them, which will only get worse with the ice and snow. The work is still under warranty, so a survey should be conducted of all the sidewalks and curbs in those two lots to determine where repairs are needed.

**MEADOWS
MESSENGER** The price sheet provided by the Sheltered Occupational Center (“SOC”) indicates that they could print the newsletter for less than we have been paying. At one time, the Messenger was printed by the SOC, and consideration is being given to going back to them for this service.

4321 S. 35th STREET There is a verified break in the sewer line that extends out to the connector with the County main, and the County denies responsibility for any repair. It is recommended that the terra cotta pipe be replaced all the way back to the building. It will be necessary to excavate into the street to replace the pipe, so the street will have to be closed temporarily and a backhoe brought in. Will insurance cover the cost of this repair less our deductible? Mr. Gardner will inquire.

**PLUMBING
CONTRACTS** Since there are currently several contract proposals from Dwyer, the Board would like to know if they will give us a price break for doing all of the work. At the Board’s request, CMC will contact them for a sealed, consolidated bid, and also solicit at least two additional bids, with a break-out by project.

**CARPET
REPLACEMENTS** In the past, our insurance company has reimbursed on floor replacements only to return the floor to its original material. What would that cost be in the three current cases versus replacing the carpets? Mr. Gardner will contact Covey’s and e-mail that information to the Board.

ICE DAMS To prevent ice dams, the maintenance crew knocks the ice off the edge of the roof so the rest will melt and fall off. There are two problems as of right now (maybe three), that have caused some interior ceiling damage. Ms. Dixon-Powers will investigate the purchase of snow rakes. It was suggested that the Board may want to consider hiring temporary workers to handle the snow and ice removal so our maintenance crew can concentrate on the roofs.

DECK REQUEST The resident on S. Stafford Street who presented a deck request will be asked to appear before the Board personally in order to give them a better understanding of the proposal.

POLICY RESOLUTION Mr. Thurber prepared a draft Policy Resolution regarding the Association's master insurance policy and responsibility for common element sewer laterals. Board members have reviewed the resolution and tendered their comments. The document will be revised accordingly and forwarded by CMC to counsel and to our insurance agent for review and recommendation.

INSURANCE CMC is in the process of revising the portion of the Resident's Manual dealing with the insurance issue to reflect the recent changes in our deductible and betterments coverage.

WEB SITE Mr. Hochstein has established the "www.fairlingtonmeadows.com" web site. As a starting point for basic information about the community, he referred to the Resident's Manual. Other ideas for the site include the pool schedule, B&G information, schedule of Board meetings, minutes, towing and other policies, Bylaws and Rules of Conduct, budget, reserve study, newsletter, notifications, resident submissions, etc. Mr. Hochstein hopes to have a working model by the next Board meeting. Following approval by the Board, residents will be notified of the site's availability.

MEETING DATES The next regular meeting will be held on Tuesday, February 17, at 7:00 p.m. On Thursday, March 4, there will be a meeting beginning at 6:30 p.m. for due process hearings on satellite dish violations, to be followed by a working session. The March regular Board meeting will be held on Tuesday, the 30th, beginning at 7:00 p.m.. Thereafter, the regular Board meetings will be held on the third Wednesday of the month, beginning with April 21. All meetings will take place at the FCC.

ADJOURNMENT Mr. Thurber made a MOTION to adjourn the meeting at 9:36. Mr. Kealey SECONDED the motion. It was CARRIED 5-0.

Respectfully submitted,

Diane Thurber
Recording Secretary