

MINUTES OF THE ANNUAL MEETING OF THE BOARD OF DIRECTORS  
AND COUNCIL OF CO-OWNERS OF FAIRLINGTON MEADOWS  
SOUTH FAIRLINGTON COMMUNITY CENTER  
3308 S. Stafford Street, Arlington, VA 22206  
OCTOBER 17, 2012

**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  
Paul Cinquegrane - Treasurer  
Diane Thurber - Recording Secretary  
Christa M. Brady - CMCA, AMS, PCAM, Condominium Division  
Director, CMC  
Approximately 50 members of the Community

**CALL TO ORDER** Mr. Thurber called the meeting to order at 7:00 p.m.

**PRESIDENT'S  
ACKNOWLEDGE-  
MENTS** Mr. Thurber offered welcoming remarks and introduced the members of the Board of Directors. Also recognized were Diane Thurber, Recording Secretary for the Board; Christa Brady, Interim Property Manager at CMC; and Jose Ramirez, Maintenance Assistant. Mr. Ramirez was thanked for keeping up with the workload, despite working solo much of the time. Also acknowledged were Mary Ellen Finigan, new Editor of the Meadows Messenger newsletter; Mary Shea, Fairlington Green resident and Webmaster of the Association's website; and Ron Patterson, Fairlington Mews resident and former/substitute Webmaster. Other announcements included the departure of Jason Eglin and Glenn O'Brien, both of whom served as Property Managers for the Association this past year; the retirement of long-time Maintenance Manager Jack Clark; and the hiring of Steve Burcham, part-time maintenance person, to assist Mr. Ramirez two days a week.

Q: Is the Board working to replace Jack?

A: Yes. We have placed "help wanted" notices. CMC is screening possible candidates and conducting background checks and interviews. We are looking for a certain type of person; roofing experience would be great, but is unlikely because there are not many individuals who do roofing anymore. The Board hopes to conduct some final interviews and hire someone by the end of the year.

**AGENDA** Mr. Thurber presented the Meeting Agenda, which included completing Bylaw formalities; a comprehensive overview of the state of the Association, including current and future projects; discussion of the 2013 proposed Budget; Committee reports; the election of three Directors; and open forum Q&A.

**PROOF OF NOTICE** Notice of the meeting was effected by the following means: formal mailing from CMC with attachments, including President's Letter, President's Budget Report, Budget Summary and proxy card; prominent posting on Association's web site; article in Meadows Messenger newsletter; and multi-media alert through Homeowner Link Elite emergency notification service. (Also included in the packet of materials to co-owners were two recently-enacted Resolutions, required by recent changes to the Virginia Code: Administrative Resolution No. 09-19-12, "Policies and Procedures for Responding to Requests for Examination and Copying of Council Records; and Policy Resolution No. 09-19-12, "Procedures Related to the Submission and Resolution of Complaints.")

**QUORUM AND ROLL CALL**

The registration process, including proxies, both printed and electronic, was sufficient to reach quorum of 50.158%. Roll call was waived by the Board. Mr. Thurber thanked the Court Chairs, who canvassed their respective courts for proxies in advance of the meeting.

**READING AND APPROVAL OF 2011 MINUTES**

Mr. Thurber made a MOTION that by GENERAL CONSENT oral reading of the minutes of the 2011 Annual Meeting be waived and that said minutes be approved as submitted. No objection. Motion CARRIED.

**INSPECTORS OF THE ELECTION**

Mr. Thurber made a MOTION that by GENERAL CONSENT Chuck Edwards and Elynn Cangro be approved as Inspectors of the Election. No objection. Motion CARRIED.

**STATE OF THE ASSOCIATION**

The state of the Association is very good. We have an adequate budget to provide the services that we require and have come to expect, as well as healthy reserves. We have tapped into the reserves recently for sewer laterals and damage from various storms and the earthquake (which damaged roofs and broke the seals of several faux chimneys), but despite all that, our reserve balance stands at \$1.05million. The "comfort level" is \$1.2million, so if we add 5% a year for the next three years, we will be exactly where we need to be. The Board is pleased that it is able to structure this rebuilding without a special assessment. Most residents abide by the rules and pay their condominium fees on time. In order to be fair to the other homeowners, and because we can't afford not to, the Board aggressively pursues those who fall into arrears. As condominium owners, we are all in this together.

In July, we experienced a catastrophic event when one of our buildings was struck by lightning, which caused major damage to both the building and to the homeowners' personal belongings. The Board has been working with the Association's insurance carrier, the owners and their insurance carrier, management, and restoration contractors, on what has turned out to be a very complex matter. Major construction on this project is expected to begin next week. The master policy will cover much of the building damage after the \$10,000.00 deductible, and the owners' insurance will cover their personal property. Fortunately, our budget and reserves are healthy enough to handle these types of events. *Residents are reminded to check their smoke detectors periodically.*

Q: When the Association rebuilds, do they rebuild to 1970s standards?

A: Pursuant to the Master Deed the property is restored to where it was when the buildings were renovated in the 1970s. Any betterments that were completed from that time forward are covered by the homeowner's HO6 policy.

Q: So, the basic structure of the unit as it was in 1972?

A: Yes, and it's still a lot of money. All homeowners should have their own policy for betterments. The Association's master insurance policy covers the roof, basic walls, and floors as they were after the renovation. It does not cover such things as appliances or the furnace.

Q: Many people have replaced their windows since 1973.

A: Wood windows would likely be more expensive than replacement windows. It would cost less to install replacement windows. Also, wood windows may no longer be available, except as a custom option.

Board Meetings: The Board's monthly meeting is generally held on the third Wednesday of the month at the FCC. Occasionally, the meeting has to be rescheduled, so residents should check the website or contact CMC or a Board member if planning to attend.

Website: The website contains all of the Association's governing documents. The site is easy to navigate, and received approximately 2,150 hits this year, which is an average of six per unit. One very important document on the website is the Exterior

Architectural Criteria, which provides guidelines on such things as lighting, exterior doors and storm doors, patios, media installation, porch railings, and shutters. These guidelines were established to retain the community's "special look of uniformity" and to preserve its historical context. While there are choices within the EAC, there is not extreme freedom of choice. *Residents are encouraged to visit the website periodically to check for updates.*

Management: The Board has been pleased with the quality of Property Managers we have been assigned by CMC for at least the last seven years. They have been knowledgeable, helpful, and respectful to the Board and to the residents, and the Board looks forwarding to continuing this good relationship.

Reserve Study: The Reserve Study is required by law, and is a very useful tool for the Board when creating the Budget. It provides a timetable for how long the common elements and amenities are expected to last, how much to retain in our reserve account and how much to budget for reserves each year. The Reserve Study helps the Board prepare for planned and unplanned expenses.

Notification Service: Another useful tool is the Homeowner Link Elite emergency notification service. The Association subscribes to this service, which provides telephone, e-mail and text announcements to members – it was most recently employed to notify residents about this meeting. The registration form is on the website. Only half of the residents are currently registered; the Board would like to have 100% participation. The annual fee is paid by the Association; there is no charge to the individual resident.

Interior Improvements: The approval process for replacement windows and other home improvements has been streamlined, and it is no longer necessary for a resident to present his/her project at a monthly Board meeting. Requests now can be submitted and approved electronically. The Board reviews and approves approximately six to ten projects per month, and can offer residents the benefit of knowledge and expertise gained while working with other homeowners. Residents contemplating home improvement projects should first consult the website for pertinent guidelines and general direction. Pursuant to the Master Deed, any project costing in excess of \$1,000.00 requires prior Board approval. It is much easier to work within the parameters of the rules than to discover later that improper work needs to be redone. It also is important that the Board is aware of where work is being undertaken, so they can be sure the structural integrity of the buildings is not compromised, and also monitor contractor behavior.

Roofs: Jack saved us a lot of money on roof repairs, but since his retirement, we no longer have the capability to perform in-house repairs, and have had to contract out most of the work. Some of the roofs have been upgraded or replaced, but most date back to 1942. Slate can last a hundred years if treated properly, which is why we do not allow contractors onto the roofs, and require the painters to use a cherry picker to reach the chimneys and dormers. When a roof can no longer be repaired so that it is weather-tight, it is placed on the list for replacement. The cost of an average roof is \$100,000.00, but can vary depending on size. We currently do 1.5 replacements per year, and in 2012 made repairs to seventeen different buildings. The Board contracted with Gardner James Engineering to evaluate four roofs identified in the Reserve Study as being in the worst condition. As a result of their recommendations, the Board expects to replace two roofs by the end of the year before bad weather sets in. The roofs are constantly being monitored for problems, but if residents notice any broken or missing slates, they should report them to the maintenance crew. In addition to roofs, we also have been working on several porches. The porches may be small, but there's still a lot of work involved; Jose has been able to rebuild some of the rotted columns.

Q: The buildings in Court 9 have asbestos tiles. Will asbestos be replaced with asbestos?

A: They're actually cement tiles with asbestos fibers. Although asbestos is a great product in and of itself, it is bad for people.

Q: Are both buildings in Court 9 getting new roofs?

A: No. The Board is looking at options only for the building covering 4301 to 4311 S. 35<sup>th</sup> Street, which include major repair and whole roof replacement. A decision will be made once the Board receives proposals from the contractor.

Q: Fairlington is on the historic register. Are [contractors] true to the architectural integrity of the way the porch was [previously constructed] in order to not affect our historical standing?

A: We can still get some column designs, but the fluted ones are hard to get. We try to maintain the architectural appearance as much as we can.

Q: Across the front, there is usually some architectural definition. On a porch in Court 4, they did a flat surface, and did not replicate what was there before.

A: We do the best we can, but sometimes there has to be a compromise. If the materials are available and affordable, we go with that, if not, we use a similar design.

Insurance: Our master hazard insurance policy is with Travelers, and USI is the agent. We have had to use our insurance for snow damage, the fire, and other issues, but still have been able to maintain reasonable premiums. Increases have averaged 2-3% per year; we are expecting around a 5% increase this year (the proposal will be received in December). Our agent at USI is Theresa Melson; as a former Meadows Property Manager, she is very familiar with the property and with our specific needs. Insurance is one of our bigger contracts, but it certainly is a necessity.

Gutters: It is the Board's position to be pro-active with gutter cleaning, as a way of preventing leaks into the units. Every gutter is cleaned twice a year, and known problem gutters even more. B&G works to identify trees that are too close to the buildings and that cause the gutters to become clogged with leaves and needles. *If residents believe they have a clogged gutter, they should report it to the maintenance crew for cleaning.*

Snow Removal: Last winter we spent \$3,088.00 on snow removal; the winter before, the total was \$53,000.00 just for plowing, and only \$4,000.00 had been budgeted in 2010. The cost of the bobcat alone is \$250.00 per hour, and during one storm in 2011, it was on property, working for two days. In light of this past experience, the Board now budgets \$12,000.00 for snow removal. Grounds maintenance and snow removal are a package deal, so we contract with our grounds contractor, Somerset, for snow removal services. Although they "weren't put to the test" this past winter, they were very responsive when we did need them. *Residents should not apply any type of "snow melt" to the brick porches or sidewalks. In the past, improper materials have caused concrete panels on some of the sidewalks to spall. This is a job for the maintenance crew.*

Painting: Exterior painting is on a four-year cycle, with a quarter of the village being done each year. Replacement of the very old front shutters is done in conjunction with the painting cycle, which this year included Courts 1, 2, 11, 12 and 13. Shutters in the rear are replaced as needed, and all are being secured using the clip method, which holds the shutters tightly to the building, preventing wind from getting behind them and tearing them off. Fences also are being stained as part of the painting contract. The maintenance crew has been replacing damaged boards and gates, but it has been a challenge to keep up since we are short-handed. Once all of the fences are upgraded and staining is complete, we may be able to remove fence staining from the painting contract for a few years. Staining and an aggressive repair effort have given the fences new life. The Board is pleased with the painting contractor, Middeldorf; they do good work, follow our guidelines and procedures, and give us a reasonable and competitive price.

Q: Resident has come home to find that the painters have left cigarette butts, straws, a lighter, and other litter in her patio.

A: The Board will speak to the foreman about this.

Playground: The perimeter of the playground has been elevated with new timbers, and the cushioning increased to 9". The strap swings were found to be in unacceptable condition and were replaced over the summer.

Parking Lots: The Board recently signed a contract with Brothers Paving for crack repairs, re-striping and re-stenciling of the parking lots. Brothers would like to perform the work all in one day; however, that is unreasonable considering the on-street parking constraints, so the Board is working with them to schedule it over the course of several days. Asphalt filler will be poured into the cracks; the product dries and hardens quickly, so vehicles moved out in the morning should be able to re-enter the lot by evening.

Q: Will they fix settling that has occurred within individual spaces?

A: No, this contract is strictly for crack repair, re-striping and re-stenciling. We will be doing a couple of spot repairs (there is a large pothole in Court 8), but no repairs to areas with settling.

Q: So if the lot is settling, nothing will be done?

A: Not in this contract.

Q: Last year's minutes state that "In Court 4 [there is] some settling where the tires are and will that be addressed?" and the answer was "Yes."

A: For this contract, we are just doing crack fill, re-striping and re-stenciling. We had an engineer do a walk-around to identify what needs to be done, and those three items were the immediate need. That's all that will be done under this contract, but that doesn't mean other work can't be done later.

Q: Resident has noticed that there are a number of places where the sidewalk panels are uneven. Can the contractor put down some asphalt in those areas?

A: Most of those areas are County sidewalks, and they do perform such repairs occasionally. We replaced six sidewalk panels near the basketball court this summer because they were a tripping hazard.

B-Buildings: The B&G Committee is conducting a survey of B-building carpets. A survey conducted in 2011 revealed that most were fine, but any found to be in bad shape will be scheduled for replacement. If residents notice a problem with the carpet in their building, they should report it to the Committee. Carpet cleaning will be done in April 2013, after the possibility of winter storms and sand being tracked in. The Board changed cleaning companies about four months ago, and B-building cleaning is now performed by DMA. The buildings are cleaned every Monday and Thursday, including vacuuming, dusting, windows, and porch sweeping.

Trash and Recycling: Capitol Services is our trash and recycling contractor. They provide six-day-a-week pickup, including most holidays, plus a curbside "Big Pick-Up" on the first Saturday of the month. *Reminder to residents not to place construction debris out for Capitol to collect, as that is a violation of our contract with them.*

Q: How are hazmats handled? Resident has noticed that televisions left curbside are being collected.

A: Hazmats should be taken to the County's recycling facility on Glebe Road, not to the incinerator. The facility accepts such materials from 9:00 a.m. to 3:00 p.m. on Saturday and by appointment Monday through Friday. Big Pick-up items such as computers, monitors and other electronics should be taken to the hazmat facility.

Comments: - Resident brought his television to the hazmat facility and was charged a \$20.00 disposal fee.

- Best Buy accepts televisions and other electronics for recycling. Doesn't believe there is a fee.

Water and Sewer: Water is our most expensive Budget item by far. Rates have increased 43.4% between 2005 and 2012, undoubtedly due at least partially to the cost of the new sewage treatment plant. The Board asks that residents be conscious of their water usage and conserve whenever possible. Lawns do not require watering; however, new plantings do, and proper guidelines are provided by B&G.

Q: How is water usage determined?

A: By meters. There are around twenty of them throughout the community, which are connected to the different buildings. Unfortunately, we haven't been able to determine exactly which valves and which meters are connected, so water may be cut off to a building for a repair, only to have it go off in a totally unexpected area. According to the County, water in equals water out.

Q: But that's not always how it works; some is used for outside watering.

A: That's correct, but that's how the County calculates it.

Q. What about the pool?

A: The pool is on one of the meters. The pool is full and stays full.

Water is replenished only as it evaporates or is spilled out.

B&G: The B&G Committee provides oversight of the landscaping, grounds maintenance, and trees. Some trees have required trimming, branch removal, and sometimes entire removal due to storm damage or age. B&G is a very important committee, and they are always looking for volunteers. Co-Chairs Chuck Edwards and Judi Garth were thanked for their leadership.

Pool: The Board also thanked the Pool Committee for their efforts over the summer. Members of the Committee were Asser Guirgues, Chair, and Lindsey Guirgues, Meghan Murphy and Erica Brown. The Committee assisted with pool opening and closing procedures, monitored daily operations, purchased supplies, including a new recycling bin, met weekly with the guards, and organized social events, all of which added up to a very successful pool season. This was our second year of a three-year contract with Community Pool Service. We purchased new pool furniture this summer, as the old furniture was deemed unusable. The furniture and the new pool surface whitecoat were major investments from reserves. One anticipated cost in 2013 is the purchase of new filters for the pump room, since the current ones are beginning to wear out. Marie Girovasi made a presentation to the Board at one of their monthly meetings regarding the purchase of sunshades. One tried in the past was low cost and the wind tore it to pieces, so that was not a good solution. The current proposal is for high-end products, but they are quite costly, so alternatives are being researched. Additional Pool Committee volunteers are being sought for next season. Residents interested in joining the Pool Committee or in working on the sunshades project may contact a member of the Board for further information.

Recreation: The Board acknowledged Recreation Committee Co-Chair Ed Girovasi for his efforts on the recent tennis court resurfacing project, which included researching and meeting with contractors; preparing a cost and specification analysis; making product and contractor recommendations based on observing the contractor's work at the Glen's courts; providing oversight during the project; and ensuring that all provisions of the contract were met. The courts look fantastic, and will provide players with a very high-quality surface. The new two-tone green-and-blue color scheme is that recommended by the U.S. Tennis Association, and is easier on the players' eyes. This work was last completed in 2006; how long it lasts depends on weather conditions and usage. *Reminder: the courts are for tennis ONLY.*

General Reminders:

- Be prepared for foul weather, including heavy storms and winds. Be sure windows (including storm windows, if applicable) are closed during heavy rains, and cover window wells.

- Do not place improper materials into the drains. It has been necessary to call for sewer line snaking a number of times. Items found to be clogging the pipes included cloth, cigarette butts, feminine hygiene products, and baby wipes. Even items labeled “flushable” should be disposed of in the trash, not in the toilets.

### **COMMITTEE REPORTS:**

**Committee of Court Chairs** By Ms. Thurber: Described duties of the Court Chairs, which are to greet new residents, deliver the Welcome Packet, answer questions, issue Recreation ID cards, and canvass their respective courts to collect proxies in advance of the Annual Meeting. Introduced all Court Chairs and thanked them for their service. In closing offered a statement of appreciation to the Board of Directors

**Pool** By Asser Guirgues: Among the Committee’s duties were to handle negotiations between residents and Community Pool Service (*reminder: the rules are for everyone’s benefit*), to facilitate other needs and concerns, and to organize and run social events (at least one of which was cancelled due to inclement weather). One of the biggest items at the pool this year was the new furniture, which withstood being tossed around in the wind and some abuse. The filters were clogging up, but they were able to be cleaned and salvaged for this year. There were a few minor issues with the lifeguards, most of whom were internationals, so there were some communication barriers. CPS was very responsive; they addressed issues quickly and prevented any situation from getting out of control. The Committee would like to have seen more community interaction and residents coming out and enjoying the pool – it’s a phenomenal facility. If their schedules do not allow for participation on the Committee next summer, Mr. and Mrs. Guirgues will at least be available to provide support to the new members. He thanked the Board for being strong advocates and for handling issues that required involving CPS upper management. All of the business they undertook and handled did not go unnoticed.

**LACK OF QUORUM** At this point in the meeting, quorum still has not been reached. If we do not achieve the required 50+%, this meeting will be adjourned and reconvened at the Board’s next regular monthly meeting. Between now and then, the Board will continue to collect proxies in order to acquire the remaining percentage needed (2%). Assuming sufficient proxies are received, the meeting will be called to order, approved, and adjourned.

Q: What follow-up is done for those who do not file their proxies? Do we follow up with certain people?

A: No, we don’t get into that situation. We have made it as easy as possible – postage-prepaid postcard, electronic option, Court Chairs going door to door. We do all we can do.

Q: What about absentee owners?

A: Absentee owners get the packet. We can’t send it out any earlier than thirty days prior to the meeting or any later than eleven. We provide notice on the website, in the Messenger, and by telephone, text, e-mail and mail-out.

**BUDGET** Mr. Thurber formally introduced the proposed Budget. The Board is proposing an increase of 2.8% after five years of 3.4% increases. Income is based on monthly condo fees and projected interest on investments. We have over a million dollars in CDs as part of the reserves, but income from accounts is not really growing. The Board is very conservative about investing the reserve funds, as prescribed by law. While some items are hard to predict, and are based on educated projections (e.g., shop supplies and utility rates), the cost of other services is determined by fixed contracts and is known exactly

(management, grounds, trash and recycling, and pool). We are expecting no more than a 5% increase on our insurance. The Budget numbers address replenishment of our reserve accounts. Every line item is arrived at using a methodology, and every item is carefully analyzed. We always budget \$10,000.00 for the insurance deductible. Many years it's zero, but sometimes we have to use it. Some of the amount we expend for legal fees is recouped if we prevail. It was noted that our condo fees are the second lowest of all six villages plus North Fairlington, and we have had no special assessments recently.

Q: Can we stop a sale if the owner is behind in paying condo fees?

A: We can put a lien on the property.

**OPEN FORUM:**

Q: Under "Repair and Replacement Sewers," \$65,000.00 is projected this year. If we spent all that money to fix the laterals, why are we still having problems?

A: For the past five years we have been talking about the relining. We did forty-two lines, shooting a "sleeve" down the pipe and putting a material between the pipe and the form, creating a pipe-within-a-pipe. Three have failed and have had to be dug up, and we are pursuing judgments against the contractors, both of whom came highly recommended. In the meantime, Dwyer is replacing lines where needed and performing repairs to the interface between the recently-lined pipes and the cast iron pipes that come out of the buildings. Other sewer-related costs that are not associated with the liners include plumbing bills for backups caused by flushing of improper materials; a leak at the pool; repairs to the shower in the men's room at the pool; and a B-building stack that split inside the wall. So, some is due to the age of our infrastructure, some is part of the lawsuit.

Q: The County has marked parking lanes and in coordination with Metro they realigned a lot of the parking signs in the neighborhood. Court 2 doesn't have sufficient reserved spaces, and they rely on street parking. This has reduced a lot of the on-street parking, and he and his neighbors are irate. They are working with the County (Sarah Stott, Parking Manager, Transportation Division, Department of Environmental Services), and have scheduled a meeting to discuss what kind of changes can be made to what is currently going on. This affects all of Fairlington, as buses now have a 100' right-of-way at all bus stops. Can they consolidate some of the bus stops? Is there a possibility of [this Board] making available what are currently unassigned parking spaces in the lots?

A: The Board will have to take it under consideration. They understand the need to accommodate disabled individuals, but there may be spaces [on the street] that could very well be available if the signs were just moved closer to the corner. Some of the signs appear to be too far back, as they were placed on already-existing signposts. Changes may be made if the residents get together with the County and make their voices heard.

Q: Last week at the FCA meeting, they were discussing placing a Capital Bikeshare station at the FCC. They had not considered the parking restrictions on the street.

A: Personally, Mr. Thurber is in favor of the Capital Bikeshare program.

Q: Are they inspecting liners that have not failed?

A: Yes. The Board had Dwyer inspect all of the liners and only the three mentioned earlier appear to have had problems.

Q: Who is responsible in the event of a sewer back-up?

A: The Association assumes the cost for initial clean-up and repairing the line. The homeowner is responsible for betterments and personal property. Mr. Thurber again stressed the need for all homeowners to have an insurance policy for their personal items.



Q: The insurance deductible of \$10,000.00 -- is that just a one-time thing for the whole year or is it per event?

A: It's per event.

Q: So the Board is assuming there is only going to be one event?

A: That's right. We did have to pay two deductibles during the bad snow year.

**VOTE ON BUDGET** Mr. Thurber made a MOTION that by GENERAL CONSENT the proposed 2013 Budget for Fairlington Meadows be approved as presented. No objection. Motion CARRIED. Mr. Thurber thanked those in attendance for their support of the Budget.

**ELECTION OF DIRECTORS** The terms of three Board members expire at the conclusion of this meeting. Current Board members Jacqueline Maguire and Paul Cinquegrane each have announced their candidacies for an additional term. Mr. Thurber wholeheartedly endorsed both, and acknowledged their valuable contributions toward addressing Board issues, as well as to the community in general. Also, resident Mary Ellen Finigan volunteered to be considered for a position on the Board, and her name was placed on the ballot. Mr. Thurber met with her previously to discuss Board service and her credentials, which include technical management, banking experience, service in the Peace Corps, education through graduate programs, and project management training. In addition, Ms. Finigan is the Editor of the Meadows Messenger and the Court Chair in Court 13. For the foregoing reasons, Mr. Thurber believes she also is an excellent candidate, and he asked for the community's support of all three. Inspectors of the Election confirmed that there were no other nominations via proxy, and no further nominations were received from the floor. Accordingly, Mr. Thurber made a MOTION that Ms. Maguire and Mr. Cinquegrane be re-elected to the Board of Directors by ACCLAMATION, each for an additional three-year term, and that Mary Ellen Finigan be elected to the Board of Directors, also by ACCLAMATION, for an initial three-year term. No objection. Motion CARRIED. Following the Annual Meeting, the Board met briefly to discuss the assignment of Board positions, and it was agreed that each Board member would retain his or her current position, with Ms. Finigan assuming the position of 1<sup>st</sup> Vice President. Mr. Andrews was thanked for his nine years as a Board member. Of special note were his excellent record of meeting attendance and thoughtful participation.

**POINT OF ORDER** Q: Is the Board on sound legal ground, as far as adjourning this meeting and reconvening it at the Board's next regular meeting?

A: Yes. The procedure was discussed with and confirmed by both CMC management and legal counsel.

**QUORUM ACHIEVED** Quorum was reached at 8:45 p.m. after additional proxies were gathered by volunteers who went door to door. Therefore, this meeting and all the issues voted on therein are hereby ratified and affirmed.

**ADJOURNMENT** There being no further business to come before the meeting, Mr. Thurber made a MOTION that by GENERAL CONSENT the meeting be adjourned at 8:46 p.m. No objection. Motion CARRIED.

Respectfully submitted,

Diane Thurber  
Recording Secretary