

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
AUGUST 21, 2013

- IN ATTENDANCE**
- | | |
|--------------------|--|
| John Thurber | - President |
| Mary Ellen Finigan | - 1 st Vice President |
| Lisa Farbstein | - 2 nd Vice President / B&G Committee Liaison |
| Jacqueline Maguire | - Secretary |
| Diane Thurber | - Recording Secretary |
| Chuck Edwards | - Co-Chair, Buildings & Grounds Committee |
| Judi Garth | - Co-Chair, Buildings & Grounds Committee |
| Tony Rouhani | - Vice President and Condominium Division Director, CMC |
| Dwayne Frazier | - Portfolio Community Manager, CMC |
- CALL TO ORDER AND QUORUM**
- Call to order at 6:47 p.m. Quorum established. Board Member Debbie Diener participated in Executive Session discussions via conference call.
- APPROVAL OF MINUTES**
- By MOTION duly MADE, SECONDED and CARRIED 4-0, the minutes of the June 19, 2013, meeting were APPROVED as presented.
- APPROVALS SUBSEQUENT TO MEETING**
- By UNANIMOUS CONSENT the Board voted to re-affirm and enter into the record items approved via e-mail between the time of the Board meeting on June 19, 2013, and this meeting.
1. Two requests for patio renovations.
 2. Proposal for porch foundation and porch replacement.
 3. Purchase of two 32-gallon metal outdoor trashcans, to be located on the property.
 4. Proposal for gutter repair work on S. Stafford Street.
 5. Electrical repairs necessitated by partial power loss in unit.
 6. Proposal for asbestos abatement (in mastic securing tile to drywall).
 7. Proposal to install insulation.
 8. Proposal for tree work in Court 10, and in the areas adjacent to the tennis court and swimming pool.
 9. Proposals for roof repairs at various locations.
 10. Two requests for bathroom renovations.
 11. Request for installation of sump pump.
 12. Proposal for removal and disposal of three bushes in Court 5.
 13. Proposal to remove and replace two window wells.
- B&G COMMITTEE**
- The following items were discussed:
1. B-Building Carpeting: The contract has been approved, and work will begin soon. Phase 1 encompasses nine buildings, the addresses of which will be posted on the website for residents' information.
 2. B-Building Mailboxes: The Board has received two bids for this project, and is soliciting a third.
 3. Parking Lot Signs: The maintenance crew is refinishing them.
 4. Smoke Detectors: All smoke detectors in B-buildings replaced.
 5. New Trash Cans and Signs: Two additional trashcans have been installed on the property. Small, movable signs will be installed informing pet owners that randomly depositing bags of pet feces on the ground is a violation of County law.

6. Bylaw Violations/letters to be sent to homeowners:

- (a) Patio severely overcrowded, hindering access to the building for maintenance.
- (b) Lighting not in compliance with exterior architectural criteria, and broken front porch light.
- (c) Trees of excessive height in patios, touching fences, roofs.
- (d) Disposal of extraneous debris into common area beds by homeowner or contractor, including expended charcoal briquettes.
- (e) Trash placed out at the wrong time.
- (f) Complaint of excessive noise.
- (g) Air conditioning unit in window.
- (h) Dumping of cut tree limbs from patio into common area.

ROOFS

The new roof in Court 2 is complete, and work continues on the one in Court 9. That roof is more complicated because of the many angles, plus the original roof was asbestos, and additional precautions were needed during removal.

MANAGEMENT CONTRACT

The Association's contract with CMC is up for renewal. A proposal has been presented to the Board, and is being reviewed.

POOL CLOSING CONTRACT

A proposal for end-of-the-season pool closing has been forwarded by Community Pool Service, for review and approval by the Board. There will be no "dog swim" on the last day.

PORCH REBUILD

A complete rebuild of a front porch on Stafford Street was necessary for safety and structural reasons.

FIRE EXTINGUISHERS

The fire extinguishers in the B-buildings are due for inspection.

ANNUAL MEETING

The Annual Meeting will be held on Wednesday, October 23, at the South Fairlington Community Center.

EXECUTIVE SESSION

By UNANIMOUS CONSENT the meeting was moved into Executive Session at 7:34 p.m. to discuss personnel issues. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 8:10 p.m.

FROM EXECUTIVE SESSION

Mr. Thurber made a MOTION that, based on consultations with legal counsel and management, and the Board of Directors' discussions during Executive Session, Fairlington Meadows Council of Co-Owners release Tim Lee from employment as Meadows Maintenance Manager. Mr. Lee will be given notice of termination on Friday, August 23, 2013, and that will be his last day on the job. This release action is in accordance with the provisions of the work agreement Mr. Lee signed on February 27, 2013. Ms. Farbstein SECONDED the motion. Mr. Thurber requested that each Board member in favor of the Motion please state "aye" for the record. The motion was CARRIED 5-0.

NEXT MEETING

The next regular monthly Board meeting is scheduled for Wednesday, September 18, 2013, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Executive Session starts at 6:45 p.m., followed by the regular meeting, beginning with Residents' Forum.

ADJOURNMENT

By UNANIMOUS CONSENT the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary