

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  
FEBRUARY 20, 2013

- IN ATTENDANCE**
- |                    |  |
|--------------------|--|
| John Thurber       | - President  |
| Mary Ellen Finigan | - 1 <sup>st</sup> Vice President                         |
| Lisa Farbstein     | - 2 <sup>nd</sup> Vice President / B&G Committee Liaison |
| Paul Cinquegrane   | - Treasurer  |
| Diane Thurber      | - Recording Secretary                                    |
| Tony Rouhani       | - Vice President and Condominium Division Director, CMC  |
| Dwayne Frazier     | - Portfolio Community Manager, CMC                       |
| Guy Land           | - President, Fairlington Citizens Association            |
- CALL TO ORDER AND QUORUM**
- Call to order at 6:45 p.m. Quorum established.
- FCA PRESIDENT PRESENTATION**
- Mr. Land attended the meeting to introduce himself as the incoming President of the FCA. He is meeting with all Fairlington Boards in order to “partner” with them on issues that affect us all, and he provided an overview of items the FCA will be addressing over the next several months. He invited e-mails to [president@fca-fairlington.org](mailto:president@fca-fairlington.org).
- EXECUTIVE SESSION**
- By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss delinquencies, a recent collection matter, issues related to fire restoration contracts, and legal and personnel issues.
- Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:45 p.m.
- APPROVAL OF MINUTES**
- By MOTION duly MADE, SECONDED and CARRIED 3-0-1 (Farbstein), the minutes of the December 19, 2012, 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 December 19, 2012, and this meeting, as follows:
1. Request for installation of French drains and a sump pump in basement.
  2. Renewal of Association’s master insurance policy.
  3. Proposal for annual spring grounds cleanup
  4. Resubmitted plans for lower level renovation.
  5. Request for bathroom renovation and miscellaneous repairs to unit.
  6. Request for attic build-out.
- APPOINTMENT OF CHAIRPERSONS**
- By UNANIMOUS CONSENT the Board voted to re-appoint the current Chairs and Co-Chairs of Fairlington Meadows standing committees. One vacancy exists for Chair of the Pool Committee.
- FHA LOANS**
- Notification of re-certification was received and is valid through February 2015.

- B&G ITEMS** The spring cleanup will be scheduled for some time in mid- to late March. The Committee is working on B-building carpet and mailbox replacements.
- ROOFS** “Snowbird” ice guards are installed on new roofs where needed; we contract for them primarily over the entryways. Dormers help with the job by also breaking up large sheets of snow and ice before they hit the ground.
- SIDEWALK LIGHTING** The break in the line for sidewalk lighting between Court 1 and the back end of Court 3 has been repaired.
- PARKING LOT SIGNS** A second sign has been installed in the parking lots that have two entrances, even though they are essentially one-way, in order to comply with the County’s requirements regarding such signage. The main wooden signs will be repaired once we hire a new Maintenance Manager.
- RESALE PACKET** The master inspection checklist for the Resale Packet will be updated. One item to be added is that outdoor faucets must be functioning.
- SECURITY DEPOSIT FOR B-BUILDINGS** Inquiry about the possibility of instituting a type of retainer or security deposit to cover damage caused to B-buildings in the course of move-ins and move-outs, as some buildings with high turnover rates have sustained a lot of damage. A second suggestion was to specify a “move-in/move-out day,” which would require inspecting the building prior to a move in or out and a follow-up re-inspection.
- MAINTENANCE SHOP TECHNOLOGY** The Board is researching telephone plans and a new printer/fax/copier in an effort to reduce costs and bring current the system in the maintenance shop.
- NEXT MEETING** The next regular monthly Board meeting is scheduled for Wednesday, March 20, 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 8:37 p.m.

Respectfully submitted,

Diane Thurber  
Recording Secretary