

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  
JANUARY 21, 2015

**IN ATTENDANCE**

John Thurber	- President
Mary Ellen Finigan	- 1 <sup>st</sup> Vice President
Lisa Farbstein	- 2 <sup>nd</sup> Vice President / B&G Liaison
Debbie Diener	- Treasurer
Diane Thurber	- Recording Secretary
Dwayne Frazier	- Portfolio Community Manager, CMC
Martha Hulley	- Editor, Meadows Messenger

**CALL TO ORDER AND QUORUM** Call to order at 6:48 p.m. Quorum established.

**EXECUTIVE SESSION** By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss two legal matters, personnel compensation, letters sent to residents for Bylaw violations, and delinquencies. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:05 p.m.

**APPROVAL OF MINUTES** By MOTION duly MADE, SECONDED and CARRIED by a vote of 3-0 (Diener), the minutes of the November 19, 2014, 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 November 19, 2014, and this meeting, as follows:

1. Proposal for porch eave rebuild and gutter replacement at 3408-3410 S. Stafford Street.
2. Request for kitchen remodeling, new back security door, new interior cabinetry, and new hand railings.
3. Request for HVAC replacement.
4. Request for installation of insulation and plywood flooring in attic.
5. Proposals for slate roof and dormer replacement, porch eave rebuild and gutter replacement at 3422 S. Stafford Street.
6. Estimate for major pruning of an oak tree between Courts 3 and 4 behind 3409 and 3381 S. Stafford Street, as well as pruning of two other smaller trees in the same area.
7. Proposal to install chimney cover and replace 9-10 damaged roof slates at 3468B S. Stafford Street.
8. Request for bathroom upgrades and microwave installation.
9. Request for heat pump replacement.
10. Change Order for porch eave rebuild and gutter replacement at 3415A and B S. Stafford Street.
11. Change Order for porch eave rebuild and gutter replacement at 3413 S. Stafford Street
12. Change Order for gutter shelf repair at 3419 S. Stafford Street.
13. Change Order to replace fifty feet of 1 x 6 roof decking on the rear of the roof being replaced at 3422 S. Stafford Street.

**MEADOWS  
MESSENGER** New Editor Martha Hulley attended the meeting in order to meet the Board members and discuss her inaugural issue. The remaining publication schedule she suggests for 2015 is as follows: early May, with a submission deadline of April 10; September, with a submission deadline of August 14; and December, with a submission deadline of November 6. The Board thanked Ms. Hulley for volunteering, and approved her proposed timeline.

**POOL** - Replacement of the coping stones and waterline tile, as well as repairs to the concrete beam wall, are complete. During the final inspection, several coping stones in the corners were found to be rough-cut, and those were removed and replaced.  
- A patio table was secured on "Freecycle," to replace the card table that we have been using for the guards and sign-in.

**TENNIS COURTS** Surface cracks in the courts were patched to protect them from expanding over the winter. The courts will be re-assessed in the spring, and further repairs will be made, as needed.

**BENCHES** The new metal bench has arrived, and is being stored at the maintenance shop. Construction of the flagstone base and landscaping will be done in the spring, and the bench will be put into place.

**AUDITOR** Mr. Frazier will be soliciting proposals for the Board's review.

**DUE PROCESS  
DISCUSSIONS** Association counsel will be attending the Board's February 18 meeting to discuss the issue of due process.

**WOOD REPAIRS** We can save a lot of money by using metal sheeting behind the wood when completing fascia repairs. The roofing contractor has confirmed that this is a viable option. The metal would not be visible behind the fascia, and the exterior (engineered) wood would still be good and solid. Although engineered wood is approximately double the price of actual wood, it has many benefits, including durability. Metal sheeting would keep out water by directing it away from the building.

**MAINTENANCE** - The maintenance crew participated in safety training with Mr. Thurber, and will continue to do so every six months, as a minimum.  
- The Board authorized the purchase of a trailer for the tractor in order to move supplies around the grounds.  
- The "bull pen" adjacent to the maintenance shop has been expanded. This was done in part so that we could store the "red" slates from the roof replacement at 3422 S. Stafford Street that are no longer available, but that can be used for repairs to the three remaining roofs of the same color. The part of the fence that is white picket will be replaced with the redwood-stained fencing used in the rest of the village.  
- The crew also is working on other projects that can be done during the winter months.

**B-BUILDING  
CARPET CLEANING** Carpet cleaning will be scheduled for April for all twenty-seven B-buildings.

**UNDERGROUND  
ELECTRICAL** A unit on S. Utah Street experienced a partial power outage due to a break in the underground electrical supply. Emergency repairs were performed, followed by a permanent repair.

**ARCHIVE STORAGE** Boxes of archive documents are being sorted and culled. This process pares down the documents to what we actually need to save, and reduces storage fees.

**NEXT MEETING** The next regular monthly Board meeting is scheduled for Wednesday, February 18, 2015, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Executive Session will begin at approximately 7:30, after discussions with counsel regarding the subject of due process are complete. Regular open session will follow, beginning with Residents' Forum. This time change for the regular session will be announced on the Association's website.

**ADJOURNMENT** By UNANIMOUS CONSENT the meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Diane Thurber  
Recording Secretary