

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 20, 2016

- 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  
Jacqueline Maguire      - Secretary  
Bill Russell                 - Treasurer  
Diane Thurber             - Recording Secretary  
Dwayne Frazier            - Portfolio Manager, CMC
- CALL TO ORDER AND QUORUM**      Call to order at 6:45 p.m.    Quorum established.
- EXECUTIVE SESSION**                By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss delinquent accounts, an unapproved installation in the common area of a B-building, and legal and personnel matters. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 6:58 p.m.
- APPROVAL OF MINUTES**              By MOTION duly MADE, SECONDED and CARRIED 4-0 (Maguire), the minutes of the December 2, 2015, 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 2, 2015, and this meeting, as follows:
1. Request for kitchen renovations.
  2. Request for installation of storm door
  3. Request for renovations to two bathrooms.
  4. Proposals from Katchmark for roof repairs at 3421 S. Utah Street, and 3301-3303 and 3415A S. Stafford Street.
  5. Request for installation of handrail.
  6. Request for various repairs throughout unit
  7. Work Order Status Report from Power Systems Electric for restoring temporary electrical service to 3355 S. Stafford Street
- FINANCIAL**                              A CD was purchased from funds in the money market account, to even out the investment "ladder."
- NEW ROOF**                              The new roof in Court 7 is nearing completion, but the dormers still need to be done. They are rough at the interface around the bottom where they meet the slate. The work is expected to be completed in advance of the snow storm.
- SAFETY TRAINING**                    The topic of the semi-annual safety training recently conducted was "ladders," and upon inspection of the ladders, it was decided that two are unsafe and will be disposed of. We have enough ladders, so those do not need to be replaced. At the completion of every training session, the Board reminds our insurance carrier that we have this program in place, which helps to keep our premiums down.

- ASSOCIATION TRUCK** The truck is aging, and repairs are getting more expensive. The crew will begin looking for a new vehicle.
- SNOW** A snowstorm is predicted in the next couple of days. The snow blowers are ready to go. Mr. Frazier will send out a Homeowner Link notification, including instructions not to call the CMC emergency number unless it is a true emergency (such as fire, flood, or bodily harm), as each call costs the Association \$25.00; he also will let residents know that it will be a while before clean-up is complete. We will use our new Facebook page to provide updates. We have things in place, including the plowing contract, and a plan for additional manpower and/or machinery, if needed. The plows will get as close to the vehicles as they can, within reason. They also shouldn't pile snow into residents' parking spaces if empty. Plows are deployed automatically when we receive 2"; at around 8" we will need the bobcat. We will try to park the Association's truck in the last space on S. Stafford Street adjacent to 3479, so we will have access to the grassy area on our side near the Glen's tennis courts, where snow can be deposited.
- UNDERGROUND ELECTRICAL** There is a ground electrical issue affecting 3355 S. Stafford Street. A temporary repair has been completed, but the contractor has been unable to locate the broken wire. The lines are generally 24" to 36" below ground, but they already have gone down 54" and have not found it. Work continues. We saved some money by reusing tubing from the previous temporary line repair.
- PAINTING** The RFP for the 2016 painting cycle is being prepared. A recent Consumer Reports article on paint named "Behr exterior," available at Home Depot, as a top pick and best buy.
- AUDIT** Our auditor has indicated that we should receive the draft audit by the middle of summer, so it can be used when preparing the 2017 Budget.
- PARKING** There have been issues reported with the un-numbered, un-reserved parking space in Court 5. Some residents are monopolizing the space, not allowing others access, and are leaving their vehicles in the space for an extended period of time, even while they go on vacation. A letter was sent to all the residents of the court, asking for their cooperation.  
Many of the lines and markings in the courts have faded, and will be repainted in the spring. Un-reserved spaces will continue to have no markings at all.
- BOARD MEMBER RESIGNATION** Ms. Maguire will be moving soon and will therefore be leaving the Board.
- NEXT MEETING** The date of the next regular monthly Board meeting is Wednesday, February 17, 2016, 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 7:30 p.m.

Respectfully submitted,

Diane Thurber  
Recording Secretary