

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  
JUNE 19, 2013

<b>IN ATTENDANCE</b>	John Thurber	- President
	Mary Ellen Finigan	- 1 <sup>st</sup> Vice President
	Lisa Farbstein	- 2 <sup>nd</sup> Vice President / B&G Committee Liaison
	Jacqueline Maguire	- Secretary
	Debbie Diener	- Treasurer
	Diane Thurber	- Recording Secretary
	Tony Rouhani	- Vice President and Condominium Division Director, CMC
	Dwayne Frazier	- Portfolio Community Manager, CMC
	Chuck Edwards	- Co-Chair, Buildings & Grounds Committee
	Judi Garth	- Co-Chair, Buildings & Grounds Committee
	Erica Brown	- Co-Chair, Pool Committee
	Tim Lee	- Meadows Maintenance Manager
	Nathan Pollard	- 3422 S. Stafford Street, A-1

**CALL TO ORDER AND QUORUM** Call to order at 6:51 p.m. Quorum established.

**APPROVAL OF MINUTES** By MOTION duly MADE, SECONDED and CARRIED by a vote of 4-0-1 (Diener) the minutes of the April 24, 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 April 24, 2013, and this meeting.

1. Request for floor refinishing and changes to bedroom closet.
2. Renewal of contract for cleaning services for the 27 B-buildings.
3. Proposal for removal of tree limb on S. 35<sup>th</sup> Street.
4. Two proposals for roof and dormer replacements on S. 35<sup>th</sup> and S. Stafford Streets.
5. Request for new HVAC system and water heater.
6. Request for window replacement.
7. Proposal to replace channel drain on pool deck.
8. Proposal to remove and replace two concrete window wells.
9. Unanimous decision to appoint new Director, pursuant to authority granted to the Board under the Bylaws of Fairlington Meadows, Article IV, Section 6, Vacancies.
10. Estimate for six replacement signs for the pool.
11. Three landscaping proposals: tree pruning, revised spring planting, and revision to earlier proposal for site restoration necessitated by sewer lateral repairs in Court 13.
12. Request to install new fire door in basement as part of ongoing renovations.
13. Proposal for tree work in Courts 5, 6, 8 and 9.
14. Two proposals for roof repairs on S. Stafford Street, as well as one complete porch rebuild.
15. Updated renovation plans eliminating attic bathroom, denied by the County.
16. Two requests for new HVAC systems.

- NOISE ISSUE** Resident related noise issues to the Board.
- B&G COMMITTEE**
- After much research, the Committee made a recommendation to the Board for replacing the carpeting in the 27 B-buildings, including contractor, carpet type and color. The Board is considering whether to complete the work all at once or in phases.
  - Shrub trimming will begin tomorrow. They will be trimmed down to the windowsills.
  - The three recently-repaired "sewer pits" are staying flat (no further sinking).
  - The Committee continues to work on the plan to replace B-building mailboxes.
  - Some court signs are in need of refurbishment.
  - Committee continues to work with telecommunications providers on hardware issues.
  - Possible abandoned property in B-building basement. Will contact residents to determine ownership interest. Litter box removed from common area.
  - Patio severely overcrowded, in violation of Bylaws and hindering access to the building. Resident notified of violation.
  - Porch light fixture deemed too modern and not conducive to the Colonial Revival style of the community. Resident notified that it must be replaced to comply with guidelines set forth in the Exterior Architectural Criteria for outside lighting.
  - Smoke detectors in all B-buildings will be replaced.
  - Two additional black trash barrels will be installed on the property, and two or three signs will be posted, alerting residents that randomly depositing bags of dog feces is a violation of County law. Hopefully, a combination of the additional barrels and the signs will help alleviate this growing problem.
- POOL**
- The Board has received very positive reviews about the condition of the pool and pool enclosure from both the County and pool contractor's managers. Residents are speaking highly about the guards, who are keeping the facility clean and supplied. Everyone seems to agree that things are going well this year and that the pool looks nice. The guards keep the deck swept, which is particularly appreciated in the baby pool, where an overhanging tree drops piles of leaves. Lane ropes were replaced, a new head immobilizer was purchased for the backboard, and the men's room shower was repaired. Pictures of the guards have been posted on the bulletin board. The Board expressed concern about the lack of volunteers. Board members conduct a cursory check of the facility in the morning, and also perform walk-arounds on a weekly rotation. Ideally, they would like to see three or four more volunteers on the Committee. Some residents have offered to organize social events, and an ice cream social is scheduled for Friday, June 21, which is the last day of school.
- VERIZON OUTAGE** During a recent service outage, a number of residents indicated that they were not going to bother to report that they were without service. Verizon representatives encourage everyone to report outages, whether telephone or Internet, so the scope of the problem can be assessed. An article on this issue will be published in the next Messenger.
- ROOFS** Full replacement of two roofs will be undertaken this year, beginning with the asbestos roof on 35<sup>th</sup> Street. Ample notice will be given to residents.
- RODENTS** The Association will handle eradication of rats and termites only, because they are a health problem and a structural problem

- STORM DRAIN BLOCKAGE** The storm drain behind Court 10 on the corner appears to be blocked, and a section could even be collapsed. Plumber ran a jet from both sides but was unable to determine the cause; will return tomorrow to resume the work.
- WEBSITE** The contractor guidelines, which are given to residents along with Board approvals for renovations, have been updated and are now posted on the Association's website.
- ADVANCE PROXIES** As applications for recreation passes are returned, advance proxy forms to establish a quorum for the Annual Meeting are coming in. The information will be transferred to a spreadsheet for use as the meeting date approaches.
- EXECUTIVE SESSION** By UNANIMOUS CONSENT the meeting was moved into Executive Session at 8:02 p.m. to discuss delinquencies and legal and personnel issues. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 8:18 p.m.
- NEXT MEETING** The next regular monthly Board meeting is scheduled for Wednesday, July 17, 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