

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  
MARCH 18, 2015

<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 Liaison Jacqueline Maguire - Secretary Diane Thurber - Recording Secretary Dwayne Frazier - Portfolio Manager, CMC
<b>CALL TO ORDER AND QUORUM</b>	Call to order at 6:53 p.m. Quorum established.
<b>EXECUTIVE SESSION</b>	By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss legal matters and a possible due process issue. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:00 p.m.
<b>APPROVAL OF MINUTES</b>	By UNANIMOUS CONSENT the minutes of the February 18, 2015, meeting were approved as presented.
<b>APPROVALS SUBSEQUENT TO MEETING</b>	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 February 18, 2015, and this meeting, as follows: <ol style="list-style-type: none"><li>1. Several proposals for roof work, to include slate and wood repairs; whole roof replacement; installation of three new chimney vent cover plates; gutter and downspout repairs; and porch rebuild.</li><li>2. Request for kitchen renovations.</li><li>3. Proposal for exterior painting in Courts 7, 8, 9 and 10.</li><li>4. Request for foundation waterproofing.</li><li>5. Proposal listing items needed for pool spring opening.</li><li>6. Proposal for patio concrete repairs.</li></ol>
<b>FINANCIAL</b>	The Board will be discussing with our financial advisor the purchase of CDs or transferring funds from the Operating Account into our money market account.
<b>RESALE PACKETS</b>	Updated documents are forwarded, as needed, and included in the packets. It is most important that the information is current; the order of the documents is secondary.
<b>POOL</b>	- The spring pool opening contract has been signed. In addition to needed supplies, the contract includes a new "Flexflo" chlorinator. - Documents for the 2015 season are in the process of being updated.
<b>PARKING LOT CLEANING</b>	The B&G Committee will be requesting a proposal for parking lot cleaning. Advance notice will be provided to residents, to give them a chance to move their vehicles.
<b>SPRING CLEAN-UP</b>	A contract has been signed for spring clean-up of the grounds. This work is generally done before Easter, so is expected to take place soon.

- B-BUILDINGS CARPETS/PAINTING** - A contract has been signed to clean all 27 B-building carpets the week of April 20. Advance notice will be given to residents to remove any personal items from the hallways, such as welcome mats. The maintenance crew has almost finished painting the interiors.
- SIDEWALKS** - The maintenance crew is currently checking the sidewalks for cracks and tripping hazards. Once a list is prepared, bids will be solicited. Emergency repairs will be made for any Meadows common area sidewalk or paving element that is deemed hazardous.
- Some newer (mainly County-owned) sidewalks became pitted when ice melt was applied to them too soon after panels were replaced (it is recommended to wait two years). Our brick porches can experience problems due to freeze-and-thaw cycles during the winter. A porch on 33<sup>rd</sup> Street sustained this type of damage, and was repaired recently.
- PAINTING** The painting contract for Courts 7, 8, 9 and 10 is in place, with work to begin after Labor Day.
- ELECTRICAL** Power Systems Electric ("PSE") is in the process of repairing a string of burned out pole lights in the common area near the pool.
- POSSIBLE USE OF FAIRLINGTON COMMUNITY CENTER ("FCC") AS SCHOOL** County Board member John Vihstadt recently announced at a Fairlington Community Association meeting that in order to handle overcrowding of schools, they are considering using several buildings as temporary school buildings, including the FCC.
- FARMERS MARKET** The farmers market at the FCC is scheduled to open in April. It is hoped that we do not have a problem with customers parking in our lots. Depending on what happens initially, we may need to place "No Farmers Market Parking" signs in some strategic locations.
- BYLAW VIOLATIONS AND DUE PROCESS** The Board discussed the use of due process as a tool to enforce the Bylaws. An initial letter, and a follow-up letter if no action is taken, will be sent for all violations, and will be placed in the unit file. Letters will be customized to be very specific to the violation, so there is little open to interpretation. Other options also were discussed, including "self-help," filing an action in Arlington County General District Court, and placing a lien on the property. Violations will be handled on a case-by-case basis, with life, safety and health issues being addressed as quickly as possible.
- MESSENGER ITEM** Residents should be reminded to maintain their patio trees periodically. This promotes a healthy tree, prevents it from damaging the roof or building, and keeps it below the allowable 25-foot limit.
- NEXT MEETING** The next regular monthly Board meeting is scheduled for Wednesday, April 15, 2015, 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 8:15 p.m.

Respectfully submitted,

Diane Thurber, Recording Secretary