

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 30, 2016

IN ATTENDANCE	John Thurber	- President
	Lisa Farbstein	- 2 nd Vice President / B&G Liaison
	Bill Russell	- Treasurer
	John Sitton	- Secretary
	Diane Thurber	- Recording Secretary
	Dwayne Frazier	- Portfolio Manager, CMC
	Robert Gregg Meserve	- 3456 S. Stafford Street, A-2
	Iolaire McFadden	- 3473B S. Stafford Street
	Mike Pope	- Verizon FiOS Representative

CALL TO ORDER AND QUORUM Call to order at 6:50 p.m. Quorum established. Ms. Finigan tendered her proxy to Mr. Thurber for all matters to come for a vote during this meeting.

APPOINTMENT OF BOARD MEMBER Pursuant to Fairlington Meadows Bylaws, Article IV, Section 5, vacancies on the Board of Directors shall be filled by vote of the majority of the remaining Directors. Each person so elected shall be a Director until a successor is elected at the next Annual Meeting. By MOTION duly MADE, SECONDED and CARRIED by a vote of 4-0, the Board voted to appoint John Sitton to fill the vacant position on the Board of Directors, to serve until the Annual Meeting scheduled for on or about October 26, 2016. At that time, Mr. Sitton may be nominated to serve a full three-year term of office if he is inclined to do so.

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, a resident issue, and legal and personnel matters. 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 3-0-2 (Russell, Sitton) the Board voted to approve the minutes of the January 20, 2016, meeting, 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 January 20, 2016, and this meeting (to include a contract from August 2015, not previously recorded in the minutes), as follows:

1. Request for replacement of wood paneling in basement.
2. Two requests for bathroom renovations, one main level, one basement.
3. Several proposals from Katchmark for winter storm damage repairs and general roof repairs at numerous locations throughout the village.
4. A monetary bonus and two days of leave for maintenance personnel as compensation for their efforts during the January blizzard.
5. Proposal for sewer lateral repairs.
6. Two requests for window replacement.
7. Agreement to begin the process of researching installation of Verizon FiOS.
8. Request for HVAC upgrade.

9. Landscaping proposals for the following: removal of three holly trees; trimming two evergreens; spring cleanup; lawn restoration; crape myrtle and holly pruning; parking lot sweeping; planting spring flowers; ground restoration work following sewer main repair.

10. Contract for exterior electrical line replacement.

11. Request for bathroom countertop replacement.

12. Request for demolition and clean-up in attic.

13. Request for tree removal in patio.

14. Proposal to troubleshoot and repair underground wiring affecting twelve common area light poles.

**RESIDENT
ISSUE**

Resident appeared before the Board to discuss the installation of a sump pump and French drain system.

FiOS DISCUSSION

Verizon representative addressed the Board to explain the process of installing a FiOS system on the property.

By MOTION duly MADE, SECONDED and CARRIED by a vote of 4-0-1 (Sitton), the Board voted to reaffirm its vote taken on February 24-25, 2016, to approve and endorse the "PAL" (Premises Access License) submitted by Verizon, which allows them to conduct an engineering survey of the property for the ultimate purpose of installing FiOS throughout the village. No construction will begin until the Board approves the system design on the site walk, and there is no commitment on the part of the Board beyond that survey.

**REAPPOINTMENT
OF COMMITTEE
CHAIRS**

By MOTION duly MADE, SECONDED and CARRIED by a vote of 5-0, the Board voted to reappoint the current Chairpersons for all of the standing committees. Specifically: Chuck Edwards and Judi Garth, B&G; Ed Girovasi and John Stack, Tennis/Recreation; Diane Thurber, Court Chairs; Martha Hulley, Meadows Messenger; Jamie Eckert, Pool. All appointees were contacted prior to this meeting, and all agreed to continue chairing their respective committees.

FCA MEETINGS

Board members will begin attending FCA meetings on an alternating basis.

B&G COMMITTEE

The spring clean-up contract has been signed, and the mulching is complete. Yet to be scheduled are tree and shrub pruning and shampooing of B-building carpets. The Committee will begin a trial use of the low-impact, "greener" weed pre-emergent "Tenacity." The first application will be done soon, followed by additional applications through fall. This change will be announced in the next Meadows Messenger.

PLAYGROUND

The maintenance crew removed the old mulch and laid new. We realized a substantial savings by doing this in-house.

**UNDERGROUND
ELECTRICAL**

A permanent repair of a "ground electrical" issue on S. Stafford Street is underway.

PAINTING

Painting proposals are currently being considered.

AUDIT

The draft Audit has been received. The Audit is an important tool in the budgeting process.

- PARKING LOTS** An RFP for restriping and renumbering the parking lots has been sent to paving companies, and proposals will be reviewed. This work will be done following parking lot cleaning.
- RECREATION** Suggestions to paint a hopscotch outline on the basketball court and to build a “cornhole” game for use at the pool. We may be able to complete these items in-house.
- SIDEWALKS** A contract for sidewalk repairs was approved last fall, with the understanding that it would be executed in the spring. The work is now being scheduled. The contract also includes some brick work.
- SNOW REMOVAL** Snow removal services are being reviewed.
- POOL** Pre-opening preparations are underway with Community Pool Service, including removing the covers and return of the refurbished motor. We will have a new Assistant Regional Manager this year.
- TRESPASSING** A “No Trespassing” sign has been posted in a B-building after the Board received reports from the residents that someone is entering the building in the late evening/early morning hours and smoking and leaving trash behind.
- TRASH AND RECYCLING** Our trash and recycling contract expires at the end of April, and is being renegotiated
- LAWN TRACTOR** The motor on the lawn tractor used by the maintenance crew seized up, rendering it inoperable. They purchased a (minor) “scratch and dent” replacement at Lowe’s for a deep discount.
- NEXT MEETING** The date of the next regular monthly Board meeting is Wednesday, April 20, 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 8:37 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary