

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
MAY 21, 2008

IN ATTENDANCE

John Thurber	- President
David Andrews	- 1 st Vice President
Lisa Farbstein	- 2 nd Vice President / B&G Liaison
Jacqueline Maguire	- Secretary / Pool Committee Liaison
Debbie Diener	- Treasurer
Diane Thurber	- Recording Secretary
Jason Eglin	- CMCA, AMS, Community Manager, CMC
Chuck Edwards	- Co-Chair, B&G Committee
Lindsey Collins	- Co-Chair, Pool Committee
and Keith Collins	- 3365 S. Stafford Street
Paul Cinquegrane	- 3445 S. Utah Street

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. Following discussion, by UNANIMOUS CONSENT, the meeting was moved out of Executive Session and into regular session at 6:55 p.m.

APPROVAL OF MINUTES By MOTION duly MADE, SECONDED and CARRIED by a vote of 3-0-2 (Maguire, Diener), the minutes of the April 30, 2008, meeting were approved as presented.

APPROVALS SUBSEQUENT TO MEETING By MOTION duly MADE, SECONDED and CARRIED, the Board voted to re-affirm and enter into the record items approved via e-mail between the time of the last regular Board meeting on April 30, 2008, and this meeting. With regard to Item #1, the motion was CARRIED by a vote of 4-0-1 (Farbstein). With regard to Item #2, the motion was CARRIED by a vote of 3-0-2 (Maguire, Farbstein).

1. Reimbursement to homeowner for water extraction and clean-up services in connection with a sewer back-up into her unit. No reimbursement for cleaning supplies purchased by homeowner.

2. Request by resident to replace the heat pump at his unit on 33rd Street.

WATER INTRUSION Residents reported that during the last rainstorm water entered their basement through their fuse box. They were advised by an electrician that the sealant is eroding due to its age. Dominion Electric's jurisdiction ends at the meter in the common area. If there is a problem with the electrical lines in the common area, it is the Association's responsibility; if it occurs within the unit, then it is the homeowner's responsibility. General discussion of water issues. Water will find its way through any penetration in the foundation, including where the electrical wiring enters the building. A low-cost remedy is to grout around the areas where water is coming in. Also, some residents have undertaken waterproofing projects, from both inside and outside the units, including installing vapor barriers on the exterior walls. Simple grouting can be performed by a handyman; however, if it involves removing the fuse box, an electrician should be called. Exterior work is generally performed by plumbing contractors. On the day in question, residents also noticed a clogged gutter, necessitating their using a bucket to capture water to prevent any damage. When the gutter was cleared the next

day, the problem was significantly reduced. The Board informed that all gutters are cleaned twice a year; those adjacent to large trees or otherwise known to be a problem are done more frequently. Residents further reported that they used to have a black drainage pipe in their patio that drained out toward Quaker Lane, but that a new pipe has been put in place; it is shorter, and thus, drains into the yard. They will ask the maintenance crew to replace the shorter pipe with a longer one, as it was originally.

POOL The pool appears to be ready for opening. Mr. Eglin will confirm that we have received County inspection. On Monday, May 26, there will be a Memorial Day pool opening party from 2:00 to 4:00. The Co-Chairs will set up a volunteer table and serve refreshments. The documents are not back from the printer, but are expected soon. As a result of the late date, pool passes will not be required for the first week.

B&G COMMITTEE - There are three tree issues that need to be addressed: (1) In Court 10 there is an upright arbor vitae that is leaning heavily, and it is feared that more rain or high winds may cause the tree to topple. (2) A limb in a street tree near Court 7 is hitting the building and should be removed. (3) There is a dead limb in Court 3 that overhangs a portion of the parking lot. The work can be performed by Hook's Services tomorrow if the Board approves. Mr. Edwards will forward the contract immediately.

- Once the new due process resolution is in place, letters will be sent to residents whose patios are in violation of the Bylaws.

- The Board also will finalize revisions to the Replacement Window Guidelines and get those posted on the web site, as a number of residents are replacing their windows.

- B-Building carpet cleaning is usually done in the spring. Mr. Eglin will contact DMA to schedule.

- Extensive renovations are being made to a unit on S. Stafford Street. The new owners did not submit their renovation proposal and are therefore in violation of the Bylaws, which state that renovations in excess of \$1,000.00 must be reported to the Board.

- The Board received a letter signed by three residents complaining about a dead tree in an adjacent patio on 35th Street. A letter will be sent to the owner requesting that it be removed.

- The grounds contract expires December 31; it will be put out for bid.

DUE PROCESS RESOLUTION By MOTION duly MADE, SECONDED and CARRIED, the Board voted to approve the Fairlington Meadows Council of Co-Owners Policy Resolution #05-21-08, Due Process Procedures in Enforcement Cases. This document will be forwarded to the Webmaster for posting on the Association's web site.

PARKING REGULATIONS By UNANIMOUS CONSENT the Board voted to approve the Fairlington Meadows Parking Regulations, as amended May 21, 2008. Both the Due Process Resolution referred to above and the Parking Regulations will be mailed to each individual homeowner under cover letter from the Board, prior to the effective date of June 6.

AUDIT The Board received the final 2006 Audit report. The 2007 Audit will be completed within the next three to four weeks.

SEWERS The second phase of the relining project began today.

TENNIS The Recreation Committee has received reports of residents allowing their dogs to run off-leash on the tennis courts. New signs that specifically state "No Dogs" will be ordered.

WATER ISSUES A backflow preventer was installed in the basement of a unit on S. Stafford Street at the direction of a previous Board, and it now appears that the unit was not properly installed. It has been determined that corrective measures may involve tearing up the ceramic tile floor and replacing the access tube. Although this project was undertaken by a prior Board, this Board feels some responsibility to rectify the current problem in the spirit of fulfilling a prior obligation and honoring the commitment made to the homeowners, as it appears that what was thought to be the solution has now become part of the problem. Prior to performing any work, however, the Board will make it clear to the homeowners that they believe this one repair fulfills any obligation they feel they are owed. At this point in time, the Board would not accept responsibility for this type of repair work.

American Exteriors has submitted a proposal to remedy the problem of water entering a B-building on S. Stafford Street through the electrical box in the lower level common area. The proposal calls for digging eight to ten feet in two adjacent patios to repair the exterior wall. It does not include restoration of the patio areas, damage to landscaping, nor removal and replacement of the fence. Due to the scope of this project, additional bids will be sought.

COMCAST The remaining issue that has prevented the Board from signing the agreement with Comcast was the orange tubes. Comcast has now agreed to cut the tubes closer to the ground and to allow the Association to paint them. Mr. Thurber will update Exhibit A, attach Exhibit B (the list of B-building addresses) and proceed with finalizing the agreement.

The status of Verizon FiOS within the community is uncertain. According to an e-mail from a Verizon representative in December of 2007, "there have not been funds allocated at the national level to build the necessary FiOS communications center in the region", and "there is not a projected availability."

HOMEOWNERS' LINK The application is now on the web site. The Board hopes to get more residents to register for the program.

NEXT MEETING The next regular meeting of the Board will be held on Wednesday, June 18, 2008, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Executive Session starts at 6:45 p.m., followed by the regular session, beginning with Residents' Forum.

ADJOURNMENT By UNANIMOUS CONSENT the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary