

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
HIGHLIGHTS OF MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
3308 S. Stafford Street, Arlington, VA 22206
NOVEMBER 18, 2009

IN ATTENDANCE

John Thurber	- President
David Andrews	- 1 st Vice President
Lisa Farbstein	- 2 nd Vice President / B&G Cttee. Liaison
Paul Cinquegrane	- Treasurer
Diane Thurber	- Recording Secretary
Jason Eglin	- CMCA, AMS, Community Manager, CMC
chuck Edwards	- Co-Chair, Buildings and Grounds Committee
Kathryn Utan	- 3407-B S. Stafford Street

CALL TO ORDER AND QUORUM Call to order at 6:48 p.m. Quorum established.

EXECUTIVE SESSION By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss delinquent accounts and a new provision in the management contract. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:00 p.m.

APPROVAL OF MINUTES By UNANIMOUS CONSENT the minutes of the meeting of September 23, 2009, were approved as presented.

APPROVALS SUBSEQUENT TO MEETING By UNANIMOUS CONSENT the Board re-affirmed and entered into the record the following items, approved via e-mail between the time of the last regular Board meeting on September 23, 2009, and this meeting.

- 35th.
1. Two requests for window replacements on S. Stafford Street and one on S.
 2. Proposal from Hook's Services for tree work in Courts 3, 5 and 10.
 3. Request for new heat pump at unit on S. Stafford Street.
 4. Two proposals for ground electrical work to replace power lines between electric meters in the common area and two units on S. Stafford Street and S. 34th.
 5. Request for lower level bathroom remodeling at unit on S. Utah Street.
 6. Two proposals from Katchmark, Inc. to replace the roofs of the buildings covering 3345 S. Stafford Street (priority #1) and 3419 S. Stafford Street (priority #2).
 7. Separate proposal from Katchmark, Inc. to install snow guards over the building entranceways for the above two roofs
 8. Proposal for snow removal services from Valley Crest Landscape Maintenance, Inc.
 9. Proposal from U.S. Sewer and Drain, to complete the five remaining sewer re-linings.
 10. Request for kitchen renovation at unit on S. Utah Street.
 11. Request for major renovations to unit on S. Stafford Street.
 12. Proposal from Valley Crest for grounds work throughout the village.
 13. Proposal from USI for renewal of Association's master insurance policy. Renewal extends the policy through 2010.
 14. Request for basement renovations at unit on S. 35th Street

APPOINTMENT OF COMMITTEE CHAIRPERSONS By UNANIMOUS CONSENT the Board voted to appoint the following individuals to serve in the capacities of Chairs and Co-Chairs for Fairlington Meadows' standing committees.

1. B&G Committee -- Chuck Edwards and Drew Thompson
2. Committee of Court Chairpersons -- Diane Thurber
3. Pool Committee (Interim) -- Jennifer Lightbody
4. Recreation Committee -- Ed Girovasi and John Stack
5. Messenger -- Kathryn Utan

NEW CONDO FEE INFORMATION

Mr. Eglin was thanked for preparing and mailing out the coupon booklets and condo fee increase letter in a timely manner.

HOMEOWNER LINK

The Board will renew this service for another year.

WATER INTRUSION

The Board is working with electrical contractor and residents to remedy a situation which is causing residents to experience water intrusion following a necessary repair of electrical lines into the unit.

B&G COMMITTEE

- The Committee has been researching fencing, and recommends the installation of a 72-foot long, 4-foot tall "Louisville style" aluminum fence in the common area adjacent to 3479 S. Stafford Street and the Glen's tennis courts. This fence, along with tall grasses, should provide a nice barrier to pedestrian traffic and was the least expensive option available; the maintenance crew should be able to install it.

- The sewer pits will be allowed to settle over the winter, and remedial work will be done in the spring. In the meantime, the maintenance crew can fill in areas that have already sunk markedly. The current rains also will help with settling.

- Leaf removal will begin Thursday, and the work should be complete before Thanksgiving.

RESERVE STUDY

Nearing completion.

PARKING LOTS

The Board is researching ways to repair surface cracks in the lots.

SEWER RELININGS

A pipe collapsed under the sidewalk during the sewer relining work at 4231 S. 35th Street. Necessary repairs were made and the sidewalk was dug up in the process. In lieu of new sidewalk panels, temporary pavers were installed to give the area time to settle over the winter. Two sidewalk lights that were affected by the work will be repaired by the maintenance crew.

PAINTING

Work continues on the punch list, and fence staining is nearly complete; rain delayed the painters' schedule. A section of sidewalk in Court 14 that was inadvertently broken has been repaired.

COURT 8 FLOODING

Heavy rains continue to cause excessive water build-up at the end of the lot in Court 8. The Board is investigating possible remedies, including the installation under the grate of a larger "vault" that holds water until it can flow through the drains.

SNOW REMOVAL CONTRACT

The contract was in place before November 1, which resulted in a discounted fee for materials and services.

MOTOR SCOOTER COMPLAINT

Letter sent to resident re: not riding motor scooter over the grounds and on walkways.

HOLIDAY TRASH COLLECTION SCHEDULE

Mr. Eglin will contact Capitol to inquire about dates for pickup of Christmas trees. It is assumed the Big Pickup will be held on January 2, according to the normal schedule.

DIGITAL CAMERA A new digital camera is needed for the maintenance crew to record evidence of Bylaw violations, to keep a photographic record of projects, etc. The camera they are currently using is so old that developing machines are incapable of reading its card, essentially rendering it useless.

FUTURE GOALS At their January or February meeting, the Board will discuss any specific goals they may have for the new year

NEXT MEETING There will be no meeting in December. The next regular Board meeting will be held on Wednesday, January 20, 2010, 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 8:18 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary