

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
NOVEMBER 20, 2013

IN ATTENDANCE	John Thurber	- President
	Mary Ellen Finigan	- 1 st Vice President
	Lisa Farbstein	- 2 nd Vice President / B&G Committee Liaison
	Debra Diener	- Treasurer
	Jacqueline Maguire	- Secretary
	Diane Thurber	- Recording Secretary
	Chuck Edwards	- Co-Chair, Buildings & Grounds Committee
	Judi Garth	- Co-Chair, Buildings & Grounds Committee
	Dwayne Frazier	- Portfolio Community Manager, CMC
	Craig Robbins	- Meadows Maintenance Manager
	Steve Burcham	- Part-Time Maintenance Employee
	Linda Towse	- Resident
	Chris Meuchner	- Resident
	Theresa Melson	- PCAM, CIRMS and Senior VP, USI Insurance

CALL TO ORDER AND QUORUM Call to order at 6:45 p.m. Quorum established.

APPROVAL OF MINUTES By MOTION duly MADE, SECONDED and CARRIED by a vote of 4-0 (Maguire), the minutes of the September 18, 2013, meeting were APPROVED as presented.

APPROVALS SUBSEQUENT TO MEETING By UNANIMOUS CONSENT, the Board voted to re-affirm and enter into the record the following items, approved via e-mail between the time of the Board meeting on September 18, 2013, and this meeting:

1. Several proposals for roof and building repairs and gutter work in various areas throughout the village.
2. Proposal to replace sixteen sidewalk panels in the southeast corner of Court 6.
3. Proposal for two porch rebuilds and tuck-pointing.
4. Request for basement renovations.
5. Proposal to perform the Association's Audit and prepare state and federal taxes for 2013.
6. Three requests for heat pump/HVAC replacements.
7. Motion to offer to Craig Robbins the position of Meadows Maintenance Manager, pursuant to the terms of Fairlington Meadows' Work Agreement.
8. Proposal for fall planting.
9. Proposal for tree work in Courts 6, 11 and 15.
10. Contract agreement for grounds maintenance services effective January 1, 2014, through December 31, 2016.
11. Request for modification to kitchen pass-through.
12. Renewal of Management Agreement between Fairlington Meadows Council of Co-Owners and Community Management Corporation, for the period January 1, 2014, through December 31, 2018.
13. Request for bathroom repairs.
14. Contract agreement for snow removal services for the period November 2013, to April 21, 2014.
15. Proposal for exterior painting in Courts 3, 14 and 15.

**MAINTENANCE/
GUTTER REPAIRS**

Messrs. Robbins and Burcham presented to the Board a sample of a "trim out" of a gutter area using composite material; when gutters are replaced, rotten wood is often discovered, but composites do not rot. Each gutter system is comprised of between thirteen and sixteen individual pieces of wood. When gutters are replaced, the old 5" one is replaced with a 6" and attached with hangers; the larger gutter holds weight better and "won't slump." The use of larger downspouts also has reduced the number of clogs. The cost of wholesale replacement with composites would be prohibitive; repairs will be done correctly, but only as needed.

FARMERS MARKET

There has been an ongoing initiative to establish a farmers market at the Fairlington Community Center ("FCC"), led by an exploratory committee. At their meeting last week, the Fairlington Citizens Association voted on whether or not to endorse the idea to the County, and although the result of that vote is not yet known, it is believed it will be in favor of the market. Some residents are very concerned about the impact the proposed market will have on residents living adjacent to the FCC and for Fairlington in general. Their concerns include:

1. Additional traffic, parking and congestion.
2. Noise, from both trucks and patrons.
3. An increase in trash on the property.
4. Neighborhood disruption.
5. Decreased property values.

A request by residents to extend Zone 11 parking restrictions through the weekend was recently denied by the County. Discussion of assigning currently-unassigned spaces in other courts to residents of Court 2. The Board will debate these issues, and take a position on the market and the Zone 11 issue within the next couple of months.

B&G COMMITTEE

1. The painters are currently working in Court 15. Some residents did not remove their storm windows.
2. The Committee prepared for units in the painting cycle (Courts 3, 14 and 15) a list of fences needing repair; damaged cap boards also are being replaced, and patio gates repaired.
3. The annual grounds contract has been renewed, and the fall planting is complete.
4. The Committee thanked the Board for disseminating to residents their suggested letter re: personal items in the common areas.
5. Tree work in Courts 6, 11 and 15 was completed today.
6. Two signs have been posted on the property, informing residents that randomly depositing bags of dog feces on the ground is a violation of County ordinances. The signs were attached to metal posts, and can be relocated from time to time. The Committee believes the signs are helping.
7. The maintenance crew continues to work on the parking lot signs.
8. The Committee would like to replace the benches at the tennis courts and at the playground in 2014. They also may want to add a bench near the bus stop at S. Utah and 34th Streets so riders will not sit on the rock wall there.
9. Carpet replacement in the B-buildings will resume in 2014, as well as the mailbox replacement project.
10. Letter sent to owner and tenant regarding trash stored outside the patio and being placed out after the weekday collection has occurred and on weekends.
11. Letter will be sent to resident regarding cacti in the common area bed adjacent to the patio fence. Cacti are inappropriate and dangerous to passersby.
12. Letters will be sent for the following ongoing violations: hoarding situation in patio; overgrown patio tree and patio in disarray; broken front porch light; front porch and patio lights not in compliance with Exterior Architectural Criteria; large amounts of dirt and

dead plant material deposited in common area bed behind unit by either homeowner or contractor; expended charcoal dumped into common area bed outside fence.

VANDALISM The spate of vandalism in the form of rocks being thrown through windows continues. The Board is cooperating with police efforts to identify and arrest the perpetrator(s).

INSURANCE The Association's master insurance policy is set to expire, and the Board received a new "Proposal of Coverage and Service" from USI Insurance Services for the renewal period December 31, 2013, to December 31, 2014. Ms. Melson attended the meeting to review the policy coverages with the Board and to answer questions.

NEXT MEETING The next regular monthly Board meeting is tentatively scheduled for Wednesday, December 18, 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 9:00 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary