

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 19, 2014

IN ATTENDANCE

John Thurber	- President
Mary Ellen Finigan	- 1 st Vice President
Lisa Farbstein	- 2 nd Vice President / B&G Liaison
Diane Thurber	- Recording Secretary
Dwayne Frazier	- Portfolio Community Manager, CMC
Chuck Edwards	- Co-Chair, B&G Committee
Judi Garth	- Co-Chair, B&G Committee
Anne Gillis	- Member, B&G Committee
Joe Spytek	- 3421 S. Utah Street
Theresa Swan Melson	- PCAM, CIRMS, Senior VP, USI Insurance Services, LLC

CALL TO ORDER AND QUORUM Call to order at 6:50 p.m. Quorum established.

EXECUTIVE SESSION By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss two legal matters, personnel compensation issues, letters sent to residents for Bylaw violations, and fees payable under the management contract with CMC. 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 MOTION duly MADE, SECONDED and CARRIED by a vote of 3-0, the minutes of the October 1, 2014, meeting were APPROVED 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 October 1, 2014, and this meeting, as follows:

1. Three requests for window replacements.
2. Request for bathroom renovations.
3. Request for kitchen renovations.
4. Revised proposal for winterization of the pool and removal and overhaul of the pump motor.
5. Proposal to replace perimeter coping stones, waterline tile, and perimeter caulking of the main pool.
6. Proposal for tree work in multiple locations (Courts 4, 8, 9, 10, 13 and 15).
7. Proposal for revised fall planting.
8. Proposal for slate repairs at 3463A and B S. Stafford Street
9. Proposal for pool wall beam repair (in conjunction with replacement of coping stones).
10. Proposal for slate repairs at 3391 S. Stafford Street
11. Proposal to reseal existing counter-flashing on lower porch at 3452 and 3454 S. Stafford Street.
12. Proposal to remove and replace rake molding at 4203 35th Street, S.
13. Request for patio brick repairs.
14. Request for various interior renovations to prepare vacant unit for sale.

15. Estimate for pruning a maple tree located behind and between Courts 12 and 13.
16. Proposal to reseal right side dormer perimeter at 3479 S. Stafford Street.

RESIDENTS' FORUM:

Request to Replace Heat Pump Resident reported that the heat pump for his unit is leaking, and is in need of replacement. During the course of obtaining a mechanical permit for this work, contractor learned that effective this past July the County requires a copy of the plat of the property in order to issue such a permit, whether the unit is installed inside or out. Resident tendered a copy of his contract, and the Board will provide a copy of the plat tomorrow via e-mail.

B&G COMMITTEE

- Grounds: Second leaf removal will be done early next week, before Thanksgiving. Final lawn treatment will be done tomorrow; notification signs were put up today. Tree work is complete.
- Bylaw Violation Letters: Several have been sent out, and the Committee will check for compliance.
- Telecommunications: Committee member continues to make progress with Comcast and Verizon. Uncertain whether a recently-discovered "cable mess" on S. Stafford Street has been resolved.
- Benches: Changes to Metro bus service in Fairlington are anticipated, and the bus stop at 34th and Utah Streets will be eliminated, so the Committee will not be placing a bench at that stop, but will order one for the stop across from the FCC. The will be purchased and placed in a holding area until the Committee decides on exact placement and the base is built. Mr. Robbins and Mr. Henderson have "hardscape" experience, and will construct the flagstone base for the bench. They also have completed restoration of the existing benches (four at the tennis courts and two at the playground) for a much lower cost than anticipated. The Committee is also considering additional new benches in the community, especially for upstairs B-building residents, who do not have patios, so courts that have B-buildings and trees would be good candidates; eight possible locations have been identified.
- Bike Rack: The Committee is recommending a bike rack with a "traditional" design. Options are for 5, 9 or 10 bikes. The racks are very heavy and therefore stable. Those for 5 or 9 bikes are single-sided, which would fit into the space identified near the pool (on the East side of the outdoor work area, up against the chain link fence, where residents can keep an eye on their bikes from inside the pool). The rack that holds 10 bikes can be accessed from either side, and while that is a better value for the money, there is insufficient room for a double-sided rack.

INSURANCE Ms. Melson attended the meeting to review the Association's property and casualty insurance program with USI Insurance Services, and to respond to Board members' questions.

POOL Repairs to the pool, including concrete wall beams, and replacement of the coping stones and wall tiles, are now complete. Coping stones that were found to be rough-cut were removed and replaced, and grout was applied today. Once the grout is set, winterization chemicals will be added to the water and the pools will be covered. The maintenance crew will perform one final inspection before the pools are covered, and ensure that the caulk is not bubbling anywhere. The Board may purchase a "cornhole" game for use at the pool.

- RECREATION** Surface cracks in the tennis courts will be repaired with caulk, to get us through the winter. More permanent repairs will be made in the spring, some of which will be covered under warranty.
- QUORUM REQUIREMENT** It appears that other villages have been successful in reducing their Annual Meeting quorum requirement. The Board will make inquiries into how that was accomplished.
- FHA CERTIFICATION** The Association's FHA Certificate has been renewed through Associa's FHA Assist / Certification Assistance Program Agreement.
- WINTER PREP** The snow blowers have been overhauled and we have bags of ice melt on hand.
- BUSINESS CARDS** At the request of the maintenance crew, business cards will be produced that contain their names, as well as the telephone number and e-mail address of the maintenance shop.
- NEXT MEETING** The next regular monthly Board meeting is scheduled for Wednesday, January 21, 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 7:45 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary