

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
3308 Stafford Street, Arlington, Virginia
November 15, 2017

IN ATTENDANCE

Lisa Farbstein	President
Mary Ellen Finigan	Vice-President
John Sitton	Treasurer
Anne Gillis	Secretary
Sabiha Noorzai-Barbour	Portfolio Manager, CMC
Chuck Edwards	Co-Chair, Buildings and Grounds Committee
Judi Garth	Co- Chair, Buildings and Grounds Committee
Ed Girovasi	Chair, Tennis Committee
Joe Spytek	3421 S. Utah Street
Arnold Konheim	3417A S. Stafford St.
Roy Blank	3431 S. Utah St.
Jill Knaus	3455 S. Utah St.
Steve Dickinson	USI Insurance Services, LLC

CALL TO ORDER AND QUORUM

Ms. Farbstein called the meeting to order at 6:45 p.m. A quorum was established.

EXECUTIVE SESSION

By unanimous consent the meeting was moved into Executive Session to discuss legal matters, personnel issues, and delinquencies. Following discussion, by unanimous consent the meeting was moved out of Executive Session and into regular session at 7:03 p.m.

APPROVAL OF THE MINUTES

By motion duly made, seconded and carried 4-0, the minutes of the October 23, 2017 meeting were approved as corrected. By motion duly made, seconded and carried 4-0, the minutes of the September 20 meeting were approved as corrected.

RESIDENTS FORUM

Mr. Konheim reported that there was damage to the ceiling in his unit, due to roof leaks. He had the ceiling repaired. The bill came to \$170, and he is requesting reimbursement. Ms. Farbstein said that the Board will consider his request.

BUILDINGS AND GROUNDS COMMITTEE

Ms. Farbstein noted that the Association has a contract that includes recurring jobs, such as mowing. She asked if the contract also included lime treatments. Mr. Edwards said no, lime treatments would be an add-on to the existing contract. Mr. Sitton said the Board would like the Buildings and Grounds Committee to present a plan for each year listing all recurring jobs, for example: lime treatments two times per year or three times per year. The Board will then approve the plan and the Building and Grounds Committee can schedule the treatments as needed, and notify Ms. Noorzai-Barbour when she will be receiving a bill for those services.

Ms. Farbstein presented an overview of the request that a fence be erected in Court 11, to join two buildings, and close the existing space between those buildings. Residents of the court are divided on this issue. Mr. Blank suggested considering (1) aesthetics (current landscaping does not look good), (2) the space is currently used as a cut-through by some residents and nonresidents (including service people), (3) impact on the privacy of nearby residents. Mr. Edwards said the Buildings and Grounds Committee planned renewal landscaping for the area. Ms. Farbstein suggesting gathering opinions of unit owners in the Court. Mr. Spytek offered to send a survey by email. Ms. Gillis will prepare an email to be used.

Mr. Edwards presented a bid from AAA Tree Service to remove one large holly in Court 11, at 3455 S. Utah St. for \$500 and trim the holly next to it for \$200. Ms. Knaus said the tree presents a safety issue and blocks light to her unit. By motion duly made, seconded and carried 4-0, the Board voted to approve the proposal.

The B&G Committee has a proposal from AAA Tree Service to remove two large arbivatae in Court 11. Ms. Finigan said although opinions of residents were divided on removing the trees, our landscaper said the trees were leaning away from the building and the roots had grown under the foundation of the building. In the event of a heavy snowstorm they could damage the foundation. Ms. Farbstein asked about replacements for the trees. Mr. Edwards said they could be replaced this year with emerald green arbivatae. He also said without the existing trees there the nearby crepe myrtle would fill in and provide additional privacy. The AAA proposal is \$950 to remove both trees and their stumps. By motion duly made, seconded and carried 3-0-1 (Finigan), the Board voted to approve the proposal.

Mr. Edwards reviewed other items recommended by the B&G Committee, including (1) removing a dead oak tree behind Court 14, near the tennis courts, for \$2,000, (2) removing dead limbs from a tree in Court 3 at the rear of 3371 S. Stafford St., for \$300, (3) trimming a large oak tree in Court 3 at 3373 S. Stafford St., for \$750, (4) removing a large arbivatae in Court 8 at 4229 S. 35th St., for \$475. By motion duly made, seconded and carried 4-0, the Board voted to approve all items.

Mr. Edwards noted that the Fall planting proposal was approved by the Board this week. He will submit a proposal to replace a cherry tree taken down due to emergency sewer work at 3377 Stafford St. in Court 3. Ms. Garth said the B&G Committee surveyed all courts to identify overgrown ivy in front and side beds, and that Environmental Enhancement will send us a proposal to take care of it, starting with the worst areas.

INSURANCE

Mr. Dickerson of USI Insurance Services provided an overview and discussion of the Association's insurance policy. USI has provided our insurance for approximately 25 years. Mr. Dickerson recommended continuing our property and casualty insurance coverage with Travelers, for 12 months effective December 31, 2017. By motion duly made, seconded and carried 4-0, the Board voted to approve the policy renewal.

RECREATION COMMITTEE

Mr. Girovasi presented a proposal for resurfacing of the Association's tennis courts. The current surface was installed in 1986, when the industry standard for tennis courts was asphalt. The subsurface of our courts is intact, but the asphalt surface is deteriorating and needs to be replaced. Mr. Girovasi recommended replacing the surface with a synthetic product called Pro-Bounce, which is less expensive and lasts longer than asphalt. Mr. Sitton said that the Association's reserves are in CDs which will come due next year., which he thinks will provide the funds needed. He suggested that the Board discuss further at the January 8 meeting which will be devoted to financial issues. Mr. Girovasi said the best time to install Pro-Bounce would be in June. For now he asked the Board to have the maintenance staff fill cracks on the courts and check fence posts that are possibly rotted and need replaced.

ENVIRONMENTAL ISSUE

Ms. Finigan said the second round of drilling by ECS was finished today. Ms. Farbstein said ECS will be back to fill holes and repair landscaping. Ms. Finigan said results of the tests should be available in about two weeks.

NEW BUSINESS

Ms. Finigan said she is updating job descriptions for the Association's maintenance staff, and they are aware of that.

Mr. Sitton said the ad-hoc Trash and Recycling Committee will meet next Tuesday at 7:00 p.m. at his house.

Ms. Farbstein asked when new coupon books for monthly condo fees would be available. Ms. Noorzai-Barbour said they have gone to the printer and residents should have them by December 20.

Ms. Farbstein suggested the Board may want to consider providing Wi-Fi availability for the maintenance shop and/or an iPad for the maintenance supervisor to use in his work, as he currently uses his personal cell phone and his own data plan for Association business. Mr. Sitton said this could allow him to maintain a common list of projects. Ms. Noorzai-Barbour noted that an iPad would also allow him to take picture to send to the Board, and said that she will check on the costs.

OLD BUSINESS

Ms. Farbstein reminded the Board of the various remedies, including a new one, proposed for the continuing problem of water intrusion into the basement of the unit at 3455 S. Stafford St. Mr. Sitton suggested the Board defer discussion of those proposals until the maintenance staff has had a chance to review them.

APPROVALS SUBSEQUENT TO MEETING

By unanimous consent the Board voted to reaffirm and enter into the record items previously approved by the Board via email.

1. Proposal from W.R. Restoration for brick repair work in five courts (seven buildings), in the amount of \$6500.00.
2. Proposal from Environmental Enhancements, for the planting of one tree in the common area of Court 14, in the amount of \$723.00.
3. Statement from Kramer and Sons for emergency repair to a leaking sewage pipe between two units in Court 8, in the amount of \$940.00.
4. Request from resident at 3448 S. Stafford St. for payment in the amount of \$3,286.00 toward construction of a brick patio, in lieu of paying the same amount to replace original concrete patio destroyed during emergency sewer repair.

ADJOURNMENT

By unanimous consent the meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Anne Gillis, Secretary