

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
SEPTEMBER 29, 2010

IN ATTENDANCE

John Thurber	- President
David Andrews	- 1 st Vice President (departed meeting at 7:50)
Jackie Maguire	- Secretary / Pool Committee Liaison
Paul Cinquegrane	- Treasurer
Diane Thurber	- Recording Secretary
Jason Eglin	- CMCA, AMS, Community Manager, CMC
Chuck Edwards	- Co-Chair, Buildings & Grounds Committee
Janet Filer	- 3444 S. Stafford 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 Bylaw violations and a delinquent account. Following discussion, the meeting was moved out of Executive Session and into regular session at 6:50 p.m.

APPROVAL OF MINUTES By MOTION duly MADE, SECONDED and CARRIED 3-0-1 (Andrews), the minutes of the August 11, 2010, 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 or denied via e-mail between the time of the last regular meeting on August 11, 2010, and this meeting, as follows:

1. Three requests for kitchen renovations.
2. Request to install bathroom in finished attic.
3. Three requests for window replacements
4. Proposal from Hook's Services for tree stump removal throughout the village.
5. Request to place a Moon Bounce on Association property on a specific date and time.
6. Proposal from Middledorf Property Services, Inc. for exterior painting and fence staining in Courts 4, 5 and 6
7. Proposal from Dwyer Plumbing Corp. to perform repairs to a segment of sewer line on S. 33rd Street.
8. Proposal from Katchmark, Inc. for roof and gutter repairs, necessitated by wind storm on August 5, 2010.
9. Request to install electrical outlet in patio.
10. Proposal from Community Pool Services to extend pool season for additional weekend(s) after Labor Day. Proposal DENIED; pool to close on September 6, as scheduled.

ANNUAL MEETING Methods of notification to co-owners will include web site banner, e-mail alert, Homeowners' Link telephone alert, and formal notice via United States mail. Instructions for filing proxies electronically will be posted on the web site. Documents should be complete and ready for the printer by the end of the week. Those documents include letter from the President, postage-prepaid proxy card, rules for voting, and Budget with exhibits. The multi-purpose room at the Fairlington Community Center has been reserved for the meeting, and refreshments will be served. Court Chairs will be instructed to canvass their courts for proxies.

- WEB SITE** The Association's new web site has received 2,300 hits, so residents are referring to it for guidance and updates.
- B&G COMMITTEE** - By MOTION duly MADE, SECONDED and CARRIED, the Board approved a proposal from Hook's Services for tree work throughout the village. This proposal includes pruning trees that are too close to buildings, removal of dead wood, and also some remaining winter damage. A second contract for stump removal has been completed.
- County representatives met with Committee Chair last week to assess the condition of the trees along Quaker Lane. Included in the damage are several hemlock limbs that have fallen onto the photinias. The County will trim dead wood in the oaks and replace several photinias that died with nine new hollies, some time in February. The County will water new plantings for the first year.
- The Committee continues to discuss the grounds contract for the upcoming season. Four leaf removals are scheduled through December.
- AUDIT** By MOTION duly MADE, SECONDED and CARRIED, the Board voted to accept the proposal of Reznick Group to perform the audit and prepare Federal and State taxes for the Association, beginning with the 2010 year. Included in the services is an interim meeting and presentation to the Board.
- TOWING CONTRACT** Lengthy discussion of current contract with A-1 and the proposed "Annex" to that contract, meant to provide clarifications and additional information. Although many violations occur on the weekends or overnight, the Board agreed that unless a resident is directly impacted, only Board members, our property management company, and Meadows maintenance personnel are authorized to request towing services. Appendix E of the Resident's Manual, entitled "Towing Procedures," will be removed from the web site and from resale packages, and all parking- and towing-related documents will be reviewed and revised, as necessary, to eliminate the possibility of confusion by either residents or A-1 as to who is authorized to request towing.
- PAINTING** Time was lost this week due to rain; otherwise, the project is on track. No problems have been reported. The painters already are working in the last of the three courts.
- INSURANCE** USI Insurance Services will be providing the Board with a proposal for the coming year, and Mr. Eglin will solicit additional proposals. The coverage dates follow the calendar year.
- BUDGET** The Board has agreed to a 3.4% increase in residential assessments for 2011. The Association is "in the red by design," compounded by the winter and August storms. A substantial amount is being set aside in the Budget for Homeowner Equity, which will put us back on track over the next few years.
- PARKING LOTS** The surface cracks in the lots will require attention before winter, when ice could penetrate and enlarge them.
- STORAGE BOXES** The Association has a number of boxes in storage at CMC's offices. Documents in the Accounts Payable boxes that are more than seven years old can be shredded. The Board may wish to sort through the remaining boxes, remove pertinent and historical documents, and return those boxes to the storage area.
- SIDEWALK LIGHTING** The lights in Courts 11 and 12 appear to be working properly at this time.
- COURT 8 DRAINAGE** Dwyer Plumbing came out two weeks ago to look at this problem, and is working on a proposed plan of action.

CABLE BOXES Many boxes are crooked and cracked; the covers are off some, revealing a tangle of wires. Attempt will be made to get Comcast to do a walk-around to identify the problem boxes and effect repairs.

NEXT MEETING The next meeting will be the Annual Meeting of the Council of Co-Owners, to be held on Thursday, October 28, 2010, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Registration opens at 6:30 p.m., and the meeting will begin promptly at 7:00 p.m.

ADJOURNMENT By UNANIMOUS CONSENT the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary