

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 19, 2012

IN ATTENDANCE

John Thurber	- President
David Andrews	- 1 st Vice President
Jacqueline Maguire	- Secretary
Paul Cinquegrane	- Treasurer
Diane Thurber	- Recording Secretary
Christa M. Brady	- CMCA, AMS, PCAM, Condominium Division Director, CMC
Mary Free	- 4303 S. 35 th Street
Sylvia Skrel	- 4301 S. 35 th Street
Chuck Edwards	- Co-Chair, B&G Committee
Mary Ellen Finigan	- Court 13 Chair, B&G Committee Member

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 delinquencies, issues related to fire restoration contracts, and legal and personnel issues. 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 3-0-1 (Maguire), the Board APPROVED the minutes of the June 20, 2012, meeting as presented. There was not a quorum at the Board's August meeting; however, notes were taken and will be considered the unofficial record of that meeting.

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 June 20, 2012, and this meeting.

1. Request for basement renovations.
2. Two proposals from Hook's Services for tree work throughout the village, and another to remove limbs from two oak trees.
3. Proposal from Somerset Landscaping Company for summer storm clean-up.
4. Proposal from Dwyer Plumbing Corp. for storm drain repair, and another for repairs to three sewer lines.
5. Proposal from Brikwurks for brick and mortar repairs throughout the village.
6. Three proposals from Katchmark for roof, building, gutter and downspout repairs.
7. Proposal from Katchmark for various other roof and building repairs.
8. Proposal for a monetary gift for Maintenance Manager Jack Clark, to be presented to him at a retirement party in his honor on July 14.
9. Two requests for window replacements.
10. Request from B&G Committee to conduct a community Yard Sale in the parking lot of Court 13 on Saturday, October 13.
11. Proposal from Community Pool Service, Inc. for pool closing and winterization.

RESIDENTS' FORUM:

ROOF CONCERNS Residents addressed the Board regarding concerns about the condition of their roof and the need for major repairs and/or replacement.

B&G COMMITTEE - Hook's Services will be completing tree work Monday or Tuesday of next week, including removals and sump grinding. The Committee met with Somerset last week to discuss lawn work, and they also are working on the fall planting proposal. We may need a "special clean-up" after all the storms for all the limbs and debris in the parking lots and on the lawns. The Board will let the Committee know when the appropriate time will be to have the lots cleaned, based on when paving repairs are expected to begin.

- The Committee presented a proposal for replacing a 62' length of fence on S. Stafford Street. By MOTION duly MADE, SECONDED and CARRIED 4-0, the Board voted to approve the contract from Expert Fence for installation of a 48" tall black aluminum commercial grade fence, to be installed on Meadows property adjacent to Fairlington Glen's tennis courts. The fence will run from the central sidewalk to where the sidewalk rounds the corner. The broken wooden bench that is there will be removed and possibly replaced.

- The Board has agreed to begin replacing the mailboxes in the 27 B-buildings, beginning this year. The Committee will determine which seven are the worst and those will be the first to be replaced.

- Excessive water usage, as registered by a meter on S. Stafford Street, indicates the possibility of a broken pipe. The County will conduct a preliminary investigation to determine if it is a faulty meter or if there is a leak in the line.

- Concern about the fading lines and numbers in the parking lots. The markings will be repainted as soon as the pavement work is complete.

ANNUAL MEETING The date of this year's meeting is Wednesday, October 17. Printed materials will be mailed out to co-owners by Friday, September 21. The packet includes two Resolutions.

- By MOTION duly MADE, SECONDED and CARRIED 4-0, the Board voted to accept Fairlington Meadows Administrative Resolution No. 09-19-12 entitled "Policies and Procedures for Responding to Requests for Examination and Copying of Council Records."

- By MOTION duly MADE, SECONDED and CARRIED 4-0, the Board voted to accept Fairlington Meadows Policy Resolution No. 09-19-12 entitled "Procedures Related to the Submission and Resolution of Complaints."

PAINTING The painting contract with Middeldorf is ready for approval. This is the fourth and final phase of the current contract. Work will begin in early October. The maintenance crew is staining boards and working to repair gates and fences in the five courts in this year's painting cycle.

PAVING Brothers is the selected contractor, and they have done three site visits. The Board would like to provide notification to residents well in advance of the projected start date. Three or four courts is probably the most we can do at one time. Crack seal takes one day; stenciling and striping will take three. The product they will be using sets up quickly, so inconvenience should be minimal. The Board would prefer not to tow cars, but the contractor is not obliged to cover them. In addition to door-to-door notices, sandwich boards will be erected to keep the community updated.

BRICK AND MORTAR REPAIRS Currently underway throughout the community

POOL Winterization of the pool will be complete once chemicals are added to deter algae growth. The maintenance crew winterized the restrooms by draining the water lines, and placing antifreeze in the traps, drains and toilets. Signs were put up warning anyone not to use the restrooms, as everything has been turned off.

NEXT MEETINGS The next meeting will be the Annual Meeting of the Council of Co-Owners, to be held on Wednesday, October 17, 2012, 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.

The next regular monthly Board meeting is tentatively scheduled for Wednesday, November 21, 2012, 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 8:06 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary