

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
HIGHLIGHTS OF MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
3308 S. Stafford Street, Arlington, VA 22206
SEPTEMBER 16, 2015

- IN ATTENDANCE** John Thurber - President
Mary Ellen Finigan - 1st Vice President
Lisa Farbstein - 2nd Vice President / B&G Liaison
Jacqueline Maguire - Secretary
Bill Russell - Treasurer
Diane Thurber - Recording Secretary
Dwayne Frazier - Portfolio Manager, CMC
Captain William Shelton - Assistant Fire Marshal, ACFD
- 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 outside fires in the community, legal matters, letters sent to residents, personnel compensation, and account delinquencies. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:26 p.m.
- APPROVAL OF MINUTES** By UNANIMOUS CONSENT the minutes of the August 19, 2015, 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 August 19, 2015, and this meeting, as follows:
1. Two requests for bathroom renovations.
 2. Request for kitchen and bathroom renovations.
 3. Three proposals for roof repairs.
 4. Request for replacement windows.
- ANNUAL MEETING** The documents have been finalized, and are at the printer. The documents include a notification letter, meeting Agenda, President's Budget Report, Budget Summary, and postage prepaid proxy card. Other methods of notification will include website posting, electronic proxy, Meadows Messenger, sandwich board, Court Chair canvassing, and possible Facebook posting.
- PAINTING** The painting contract is underway in Courts 7, 8, 9 and 10.
- PARKING LOTS** Asphalt repairs scheduled for after Labor Day in Courts 7, 8 and 9 are on hold, pending a new contract. The maintenance crew patched the worst areas and they are holding for now. The Board will be putting into place now a contract to re-stripe and re-stencil the parking lots in the spring, as the current markings are faded.
- TENNIS COURTS** Repairs to the courts will be completed before the weather gets too cold. The "roll dry" and other tools will be moved into the pool house restrooms for winter storage.
- NEW ROOF** The next roof to be replaced is the one covering 4215-4223 35th Street, in Court 7. Work will begin in November.

BRICK REPAIRS Porch brick repairs are taking place throughout the community. Most of the bricks are fine; the repairs are mainly to the grout.

RECYCLING Three new metal signs will be ordered, which will contain the following information: "Recycling Collected Wednesdays/Cans, Glass and Plastic in Bins/Paper Products on the Ground/In Paper Bags or Securely Tied/Thank You" along with the well-recognized recycling logo. The signs first will be placed in those courts identified as having the most "issues," then moved around to other courts periodically.

AUDIT Proposals will be sought for the 2015 Audit. Elements of the Audit are used when preparing the Budget. The company selected also prepares the Association's tax returns.

SIDEWALK REPAIRS A walk-around was conducted to determine where sidewalk repairs are needed. Most problems are single cracked panels. The Board would like to have a contract in place this fall to begin work in the spring as soon as the weather allows. Waiting until spring also will lessen "spalling" and crumbling, which are caused when ice melt is spread on fresh concrete, plus lawn repairs will come in nicely during the period of spring growth.

POOL Discussion of pool hours for the 2016 season, and possible social events. The Board authorized the purchase of two diaper changing stations, one for each restroom at the pool. It was reported by the lifeguards this summer that residents were changing children's diapers directly on the tables.

TRASH CAN The trash can at the playground that was burned will be replaced.

TELEPHONES The fax machine in the maintenance office has been removed, and the outside pool telephone has been disconnected until May.

INSURANCE Our USI agent will address the Board at the November 18 meeting to discuss the proposed renewal of our master policy.

NEXT MEETING The date of the next regular monthly Board meeting is Wednesday, October 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 Mr. Thurber made a MOTION to adjourn the meeting at 8:15 p.m. Mr. Russell SECONDED the Motion. It was CARRIED 5-0.

Respectfully submitted,

Diane Thurber
Recording Secretary