

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 21, 2016

IN ATTENDANCE John Thurber - President
 Mary Ellen Finigan - 1st Vice President
 Bill Russell - Treasurer
 John Sitton - Secretary
 Diane Thurber - Recording Secretary
 Dwayne Frazier - Portfolio Manager, CMC
 Chuck Edwards - Co-Chair, Buildings & Grounds Committee
 Judi Garth - Co-Chair, Buildings & Grounds Committee

CALL TO ORDER AND QUORUM Call to order at 6:52 p.m. Quorum established.

APPROVAL OF MINUTES BY MOTION duly MADE, SECONDED and CARRIED by a vote of 3-0-1 (Finigan), the minutes of the August 17, 2016, 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 email between the time of the Board meeting on August 17, 2016, and this meeting, as follows:

1. Two proposals for “full day of service” by roofing contractor, for addresses on S. Stafford Street and 35th Street, S.
2. Request for interior and exterior renovations.
3. Request for kitchen remodeling.
4. Several proposals to replace roofing slates and one for wood repairs.
5. Proposal for removal of pine tree in Court 14.
6. Proposal for whole roof replacement on 35th Street, S.
7. Request for attic/bathroom renovations.
8. Ratification of “Final Design Checklist” submitted by Verizon, outlining plan for proposed design and fiber routing through buildings.
9. Request for interior painting and minor renovations.
10. Proposal for roof repairs at the pool house, covered under warranty.
11. End-of-Season bonus for lifeguards who worked the entire summer.
12. Proposal for exterior painting in Courts 1, 2, 11, 12 and 13.
13. Proposal for pool winterization.

POOL Workers from CPS performed closing procedures, including wrapping and stacking the furniture under cover in the entryway, draining down the water some, adding chemicals to the water, and installing the covers on both pools. Prior to closing, lifeguards cleaned all the furniture and stacked it near the entryway. CPS will remove the pump motor, take it off-site for overhaul, and blow out the skimmers.

BUILDINGS & GROUNDS The Committee is reviewing bids for the grounds maintenance contract and will make its recommendation to the Board. The current contract expires December 31. The Committee is disappointed that many plantings from last season have died for lack of care, despite residents’ assurances that they would water. Items clearly not cared for will not be covered under warranty; as a result, they are scaling back the fall planting. They also are planting trees that are more tolerant of hot summers and more appropriate to our “zone,” such as maples. Some of the wooden benches in the courts

are breaking, and the maintenance crew is making repairs. The Board will work with County and possibly Federal government agencies in the fight against the Zika virus.

SNOW REMOVAL The Board has a plan of action, and suitable “snow dump areas” have been identified. Some of the parking court signs will be moved from the middle of those areas in order to provide more room, and some court benches, as well. Also being considered are colored warning flags to inform the plow operator of the locations of the signs. We have purchased a new snow blower; it has power steering and heated grips, and creates a 2’ wide swath. Bags of snowmelt and new shovels have been purchased. The Board is considering proposals from two new contractors for snow removal. We will not be using the same contractor as last season.

ANNUAL MEETING Meeting packets have been mailed out, an announcement has been posted on the website, and the electronic proxy has been set up and activated. We also will utilize the sandwich board in the circle to announce the meeting and the quorum percentage. All Board members will speak on topics of their choosing. Refreshments will be offered, and CMC has donated two \$50.00 gift cards to be used as door prizes.

EXECUTIVE SESSION By UNANIMOUS CONSENT the meeting was moved into Executive Session at 7:40 p.m. to discuss two delinquencies. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and back into regular session at 7:55 p.m.

PAINTING The maintenance crew is in the process of completing wood repairs on units that are in the painting cycle. A meeting will be held with the foreman for the new painting contractor to review our expectations, as well as our painting guidelines and standards and procedures.

SHOP COMPUTER The computer is old and will be upgraded.

COUNTY SIDEWALKS The maintenance crew has sent the County a list of sidewalks that have uneven panels. Some already have been replaced with asphalt (which is more “flexible” than concrete in areas where there are tree roots), or ground down to make them more even.

PORCH MATS Three B-building front porch mats have been stolen. These thefts fall under the category of larcenies and were reported to the police.

FHA APPROVAL CMC/Associa will prepare for the Association information needed to apply for continued FHA certification.

NEXT MEETING The next meeting will be the Annual Meeting of the Council of Co-Owners, scheduled for Tuesday, October 18, 2016, at the South Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Registration will begin at 6:30 p.m., and the meeting will commence promptly at 7:00 p.m.

ADJOURNMENT By UNANIMOUS CONSENT the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary