

**FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
ANNUAL MEETING
Virtual Via Zoom
Wednesday, October 21, 2020
7:00 pm**

BOARD MEMBERS PRESENT

Joseph Spytek, President
Frona Adelson, Vice President
Caroline Trupp Gil, Member at Large
Nick Slabinski, Treasurer
Erica Brown, Secretary

BOARD MEMBERS ABSENT

MANAGEMENT PRESENT

Sara Pagani, Condo Division Director, CMC
Wee Abraham, Portfolio Manager, CMC
Dolly Sharma, Recording Secretary, Minutes Services LLC

OTHERS IN ATTENDANCE

Fairlington Meadows Residents: 27

I. CALL TO ORDER

MOTION: Mr. Spytek MOVED to call the meeting to order at 7:01 pm.

II. PRESIDENT'S ACKNOWLEDGEMENTS

Mr. Spytek offered welcoming remarks and introduced the other members of the Board of Directors, as well as Wee Abraham from CMC, Craig Robbins/Maintenance Manager, and Ricky Henderson/Maintenance Assistant. Maintenance staff was acknowledged for their ability to oversee many projects simultaneously, for always watching for the Association's best interests, for saving money by constructing items in-house, performing repairs, and researching and purchasing items online.

III. PROOF OF NOTICE

Notice of the Annual meeting was announced by the following means: formal mailing from CMC with attachments, including President's Letter, Budget Report, Budget Summary, Agenda, Proxy letter and voting instructions, postings on the Association website and Meadows Facebook page, posting on a sandwich Board in the circle on S. Stafford Street, article in the Meadows Messenger, multimedia alert through Town square, and reminders from Court Chairs. Ms. Abraham sent out the notice on September 21, 2020. Residents were again encouraged to register for Town square.

IV. QUORUM AND ROLL CALL

The registration process, including the counting of voting proxies, both printed and electronic, was sufficient to reach a quorum of 53.77 percent. Mr. Spytek thanked Court

Chairs for their efforts to secure proxies in advance of the meeting via email and door-to-door canvassing.

V. READING AND APPROVAL OF 2019 MINUTES

MOTION: Ms. Adelson **MOVED** to approve the 2019 Annual meeting minutes as presented by General Consent. The **MOTION** was **SECONDED** by Ms. Rector and **PASSED** by unanimous consent.

VI. STATE OF THE ASSOCIATION

Mr. Spytek, Board President, updated Meadows residents about the work completed in 2020 and the work in progress for the year 2021. There was a virtual slide presentation.

- Mr. Spytek introduced Wee Abraham as the new Portfolio Manager for the community at CMC. Sara Pagani will soon be handing full responsibilities to Wee Abraham. Craig Robbins and Ricky Henderson were introduced as the Maintenance staff for the community.
- Mr. Spytek updated residents with the name of the Court Chairs and asked for volunteers for the vacant chair position in Court 9. He further thanked Court Chairs for enhancing the functioning of the Meadows community.
- Ten dog waste elimination stations, some with attached trash receptacles, were added throughout the community in an effort to cut down on this problem.
- Signs regarding COVID 19 were put up throughout the community as required by the guidelines of the Arlington County health department. The community was able to open the pool, basketball court and tennis courts with proper COVID 19 safety signage.
- The Tot Lot was cleaned and hosed down for the health and safety of residents in preparation of opening it to the community.
- Ricky Henderson made a beautiful rock wall near Utah and 34th Street, utilizing his past landscaping work experience.
- Craig Robbins recommended the additional safety of adding fencing above the old brick walls on patios on the eastside of Stafford Street.
- The most critical eight future roof replacements are in Courts 3, 4, 12, 14, 8 and 10. The roofs in Court 8 and Court 10 will be completed next as they are in the worst shape.
- B Building basements: The residents of B Buildings will be notified to clear the basement storage areas under the electrical panels as per the recommendation of the Arlington County Fire Marshall. The area will be painted as “No Storage” on the floor.
- The Tot Lot building contract has been approved and signed by the Board and work may be completed as early as December 2020, depending on receipt of materials from the factory and good weather.
- The Sundial in memory of Victor Slabinski, longtime Meadows resident and B&G committee member, was installed near the pool area and will be calibrated soon. A new landscaping bed was created by the B & G committee to house the sundial. Additional plantings will be made in the spring.

VII. COMMITTEE REPORTS

➤ **Pool Committee**

Ross H., Committee Chair, thanked residents for their cooperation stating that this was an unusual pool season this year due to COVID 19. This pool season was a success as a result of

strictly following established rules regarding social distancing and mask wearing and the use of a scheduling system to keep numbers at a level where social distancing could take place. He further updated residents regarding the tile work done in the ladies pool bathroom by Meadows maintenance staff and the replacement of the outdated pool filter system which resulted in greatly enhanced water clarity and quality.

➤ **Building & Grounds Committee**

Deborah S., Committee Chair, stated that B & G is very satisfied with the work of Lancaster Landscapes at the Meadows. They have the skill to work on the community's large trees, which has been sorely needed. It is also financially positive for the community as additional vendors did not need to be sought after. Lancaster will be working on many barren lawn spots and areas near the new drainage rock solutions. Further drainage work will be completed next year. Removal and replacement of dead bushes and trees will continue into the coming year.

In 2020, B & G adopted a plan of a three year rotational landscaping cycle, similar to the ongoing painting cycle, whereby groups of Courts are given unique attention and resources on a rotating basis. Courts 1, 3,7,10 and 12 are to be completed for the year 2020; Courts 2, 5, 6, 9 and 14 for the year 2021, and Courts 4, 8, 11, 13 and 15 for the year 2022. In this way, B & G can be more planful and less reactive and residents will know when their Court is on deck for targeted attention. The budget for B & G remains steady for the coming year and reflects the Meadows Boards commitment to the landscaping needs of the Meadows.

In other news, Court 1 received a new tree this summer as part of an Arlington County program. Use of decorative and native plantings will be discussed in future B & G meetings and a survey will be utilized in the Messenger and Town square to determine resident preferences. Landscaping work will continue through the month of November 2020. The Committee is in the process of getting bids from a local Arborist for tree tagging and numbering of trees on the Meadows' 22 acres. This effort will help with the planning for replacement of trees as they age. Lancaster will continue to use non-toxic lawn pesticides. The committee thanked the efforts of residents for watering the younger and newly planted trees. Claudia R. will be replacing Deborah as Chair of B & G for the coming year. B & G has adopted a rotating change in Committee Chair on an annual basis.

➤ **Recreation Committee**

Mr. Spytek updated Meadows residents about the work completed in the basketball and tennis courts and the work to begin in the replacement of the Tot Lot.

➤ **Approval of the 2021 Budget**

Nick Slabinski, Board Treasurer, updated residents that the unit owner monthly assessment fees will increase 2 percent in the coming budget. A detailed budget summary was mailed to residents along with a copy of the proposed budget for 2021.

MOTION: Mr. Slabinski **MOVED** to approve the 2021 Budget as presented by General Consent. The **MOTION** was **SECONDED** by Ms. Adelson and **PASSED** with 142 votes in favor of budget.

VIII. RESIDENT FORUM

- Resident inquired about the fences as to whether they will be stained or painted. Mr. Spytek responded that the Board had approved not to paint or stain the fences as it does not add any additional value to the life of the fence.
- Resident appreciated the inputs of Ms. Adelson, Board liaison to the B&G Committee.

IX. NEW BUSINESS

A. Announcement of Insurance Presentation/Discussion and Homeowners Maintenance Checklist at meeting on February 17th.

Mr. Spytek updated residents that a meeting to discuss Insurance is now scheduled for February 17, 2021. The Board will be sending a Homeowners Unit Maintenance checklist to all Meadows owners. It is required now by Insurance companies in order to get bids for coverage since the Meadows Buildings are getting older and may be more susceptible to making claims. At the present time, only one company is willing to give us a bid due to fears about our aging infrastructure. Insurance prices on the secondary market will be much higher. Theresa Melson, Insurance agent for the Meadows, will answer questions about this issue and the current Meadows Master Insurance policy.

B. Discussion on updating the Meadows Bylaws, Survey of Interest by Community

X. ELECTION OF DIRECTORS

There are two open positions on the Board. Mr. Spytek introduced the candidates Nick Slabinski, Caroline Trupp Gil and Donald Spamer. The candidates presented a short speech on what their interest is in serving on the Meadows Board of Directors. Real time votes were captured using the chat tool in the Zoom application in addition to the proxies sent using Vote HOA electronic proxy capability. Mr. Slabinski and Ms. Trupp Gill were determined to be the winners of the election.

MOTION: Mr. Spytek **MOVED** to approve Mr. Slabinski and Ms. Trupp Gil to be the newly elected Directors each for a three year term. The **MOTION** was **SECONDED** by Ms. Adelson and **PASSED** by unanimous consent.

XI. IN CONCLUSION

Mr. Spytek reiterated that the Meadows have a good team with the current maintenance crew, as well as talented Board members and Committee Chairs. Lastly, Mr. Spytek encouraged residents to volunteer in the community.

XII. ADJOURNMENT

MOTION: Ms. Rector **MOVED** to adjourn at 8:40 pm The **MOTION** was **SECONDED** by Ms. Adelson and **PASSED** by unanimous consent.

Respectfully Submitted by: Dolly Sharma, Recording Secretary