

Fairlington Commons Council of Co-Owners

3367 South Wakefield Street

Arlington, Virginia 22206

August 3, 2010

Minutes of the August 3, 2010 Meeting of the Board of Directors

The August meeting of the Board of Directors of the Fairlington Commons Council of Co-Owners was held on Tuesday, August 3, 2010 in Room 103 of the Fairlington Community Center located at 3308 S. Stafford Street in Arlington, Virginia. Board members attending included President John Sinks, Vice President Robert Hedley, Acting Secretary Bernie Weaver, and At-Large Noah Greenblatt. Treasurer James Sharpe was on vacation out of state and thus could not attend.

President Sinks called the meeting to order at 7:07 p.m.

The Board reviewed proposed language to be included in the Condominium Disclosure Documents for those units that have unauthorized television or telephone cable installations located in the General Common Element (building exterior). Acting Secretary Weaver made a motion to approve the language, At Large Greenblatt seconded, and the motion passed unanimously. The language as approved reads:

“Whereas the exterior of bricks of units is in the general common element, modifications to which require Board permission, and whereas over the years a number of cables and wires have been strung on the exterior of the bricks in the general common element without permission, it is the policy of the Board that such cables and wires will be cited as a violation of Commons rules upon inspection for resale, and the policy of the Board will be not to grant permission to install cables or wires on the exterior of the buildings in the future.”

The Board next considered a proposal to amend our budget structure to include a line item for bad debts, most typically resulting from bankruptcies and foreclosures. Following a brief discussion, Vice President Hedley made a motion to include the line item, At Large Greenblatt seconded, and the motion passed unanimously.

President Sinks then presented a comprehensive review of the Commons 2010 budget to date including expenditures, income, work accomplished, work planned, and reserve contributions. While some items are running deficits due to the impact of the past winter’s harsh weather, other items are on track or have surpluses that can be reallocated to meet our 2010 budget goals. At this point, the largest potential contingency could result from a hurricane, should one form and track across Northern Virginia. Overall, expenditures are expected to run over budget, but the Commons should be able to make reserve deposits. Some specific budget related items discussed and decisions include:

- Decks – four decks remain to be replaced. Two are scheduled to be replaced this fall; however, the contractor has indicated that a significant discount may be available if The Commons were to fund the replacement of all four remaining decks. Contingent on the Contractors final price, the Board is inclined to replace all four decks this fall.

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- Tree Work – considerable tree work remains to be accomplished (pruning, removal of dead branches, etc). AAA Tree Service has asked for an increase in their daily rate for a three man crew, but the resulting price is still below other companies that bid last year. After reviewing the proposed work and performance of the contractors who had previously submitted bids and performed tree work in the Commons, At Large Greenblatt made a motion to hire AAA Tree Service for a three-day effort. Vice President Hedley seconded the motion, which passed unanimously.
- Accounting Services – The Board has received notification from Marsha Murphy Accounting that, with the exception of preparing the Commons 2010 Tax Returns, they wish to end their agreement with the Commons as of December 31, 2010. Basically, the Commons work is outside their main business of taxes and they know the Commons is looking at professional management.
- Miscellaneous Grounds Work - The large flowerbed on the hillside between 3234, 3236 & 3238 and 3244, 3246 & 3248 S Utah St. is about $\frac{3}{4}$ bare and needs attention this fall. Liriope should do well in this area. The Board reviewed the performance of recent work and decided there was no clear-cut winner. The work will probably be competed.

The Board needs to work on Requests for Proposals for roofing and concrete as well as professional management.

Capital Investment Study. The Board discussed the Capital Investment Study. President Sinks stated that the Virginia Condominium Act requires that it be conducted every five years and updated annually and pointed out that the Commons study is updated every year through the use of actual expenses inflated for out years and through research with providers of various services (such as obtaining updated estimates from an asphalt paving company regarding repaving of our parking lots). This is additional fall work for the Board.

Parking Enforcement. Several residents recently provided comments or suggestions to the Board regarding enforcement of our Parking Policy. In evaluating those comments and suggestions prior to the meeting, President Sinks spoke with representatives from other Fairlington Condominium associations and the Arlington County Police. President Sinks also visited the towing company's impound lot. Based on the information obtained, it is the consensus of the Board that no change to the current Parking Policy or enforcement is necessary.

There being no further business, President Sinks called for a motion to adjourn the meeting. At Large Greenblatt made the motion to adjourn, Vice President Hedley seconded, and the Board unanimously voted to adjourn the meeting at 8:20 p.m.