

# Fairlington Commons Council of Co-Owners

3367 South Wakefield Street

Arlington, Virginia 22206

June 10, 2010

## Minutes of the June 10, 2010 Meeting of the Board of Directors

The June meeting of the Board of Directors of the Fairlington Commons Council of Co-Owners was held on Thursday, June 10, 2010 in Room 100 of the Fairlington Community Center at 3308 S. Stafford Street, Arlington, Virginia. Board members present included Vice President Robert Hedley, At-Large Noah Greenblatt, and Treasurer James Sharpe. Secretary Arvy Myers and President John Sinks were not in attendance due to work commitments and medical reasons, respectively. Also in attendance was Co-Owner Bernie Weaver, who took the minutes of the meeting.

Vice President Hedley called the meeting to order at 7:15 P.M. The following items of business were addressed.

The Board voted to transfer \$5,000 from restricted reserves to the general operating fund and to transfer \$5,000 from the operating fund to unrestricted reserves as part of the resolution of expenses that resulted from the winter storms and that were not covered by insurance. Treasurer Sharpe made the motion, Vice President Hedley seconded, and the motion carried unanimously.

The Board discussed placing liability limits on the amount of money the Council of Co-Owners would pay in those instances where flooring (carpet or hardwood) was damaged and is not covered by either the Condominium's Insurance or by Co-Owner held insurance. After a brief discussion, the Board decided to table the discussion until the full Board was present to consider the issue.

At Large Noah Greenblatt provided a report on the activities and status of the Professional Management Study Group (PMSG). The PMSG has finished the "Fact Finding" aspect of their study. The PMSG has also met with representative of the three Professional Property Management Companies that provide services to neighboring Fairlington Condominium Associations. The minutes of the PMSG's activities are available on the Common's Website and are up to date. The PMSG plans to begin writing the first draft of their report to the Co-Owners next week with a goal of presenting that draft to the Board at the July meeting.

The Board considered the proposed revision to our Trash and Recycling Rules drafted by Secretary Arvy Myers. The proposed revision was accepted as written, except that the 12-month provision was deleted. Treasurer Sharpe made the motion to accept as amended, Vice President Hedley seconded, and the motion carried unanimously. The trash rules call for a one-time warning, with each subsequent violation resulting in a \$50 fine. The Board agreed to post the Virginia Condominium-mandated fine appeals process on the Commons website.

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The Board had intended to review the status of Maintenance Requests, however, due to the absence of Commons Service Coordinator Eric Pamer, the Board decided to request Mr. Pamer to provide the status by email.

The Board conducted a brief discussion regarding towing of vehicles from our parking lots. The result of that discussion was that only Board members are authorized to request towing. Our parking volunteers will be instructed to contact a Board member to request towing in the event that they observe a vehicle parked illegally in one of our lots. A letter will be sent to the Towing Company (A-1 Towing) providing them with a list of Board Members.

The Board reviewed Landscaping bids for ad hoc work. Following discussion of the bids, Vice President Hedley made a motion to accept the bid submitted by Lancaster Landscapes, the lowest of three bids submitted. The work involves removal of vegetation in several locations. Since the bids were sent out, two additional areas of vegetation removal have been identified and will be added the successful bidder's work assignment. At Large Greenblatt seconded the motion, which carried unanimously. The Board also decided to revisit our policy of paying for the removal of healthy vegetation when a Co-Owner requests it so the Co-Owner can plant alternative plantings.

The Board discussed the need to publish a Newsletter. Following discussion, a candidate list of articles was identified with the intention of publishing a Newsletter in the very near future.

Owing to intense, short-term work commitments, Secretary Myers has requested an indeterminate leave of absence from the Board of not more than six months. Co-Owner Weaver volunteered to serve in the capacity of Secretary for that period. Vice President Hedley made the motion to appoint Co-Owner Weaver as Acting Board Secretary during Secretary Myers' absence. At Large Greenblatt seconded the motion, which carried unanimously. Treasurer Sharpe noted that the Board must review the status of Secretary Myers absence prior to the October Annual Meeting in the event that it becomes necessary to elect a permanent replacement for Mr. Myers to the Board.

One item of business was conducted by email and telephone prior to this meeting and is entered here for the record: The Board approved contracting with Desert Dry for waterproofing a South Utah Street unit. Waterproofing, as a solution, was approximately 50% less expensive than the extensive landscaping that would have been required as an alternate solution. The Board unanimously voted to accept the Desert Dry proposal.

There being no other business, the meeting was adjourned at 8:38 p.m.

Respectfully Submitted,



Bernard O. Weaver  
Secretary