

# Fairlington Commons Council of Co-Owners

3367 S. Wakefield Street  
Arlington, Virginia 22206

November 3, 2008

## Minutes of the November Meeting of the Fairlington Commons Council of Co-Owners Board of Directors

The November meeting of the Board of Directors of the Fairlington Commons Council of Co-Owners was held on Monday, November 3, 2008 at the Fairlington Community Center at 3308 S. Stafford Street in Arlington Virginia. The meeting was held in multi-purpose room 103 beginning at 7:15 p.m. Directors attending were President John Sinks, Secretary Bernie Weaver, Treasurer Arvy Myers, and At-Large Jim Sharpe. Vice President Christine Sivigny was not present. Grounds Committee volunteer Co-Owner Laura McPherson was also present.

The first order of business was to consider the renewal of the contract with Marsha Murphy and Associates, the Council's Accounting Contractor, for the 2009 accounting year. Following a discussion period in which President Sinks outlined the various services provided by Marsha Murphy Associates (Accounting, Condominium Disclosure Documents, Tax Form preparation, coordination with State and Federal Taxing agencies, and maintenance of the Co-Owners' roster), Secretary Weaver made a motion to renew the contract. Treasurer Arvy Myers seconded the motion. There being no further discussion, President Sinks called for a vote. The renewal was unanimously approved.

The next order of business was the selection of a pool contractor for 2009 and subsequent swimming seasons. Three companies with a current presence in Fairlington had been solicited to submit proposals, Century Pool (the Arbor's Pool Contractor), Continental Pools (North Fairlington's Pool Contractor) and High Sierra Pools (the incumbent Commons Pool Contractor). Shortly after requesting proposals, it was learned that Century Pools had ceased operation and declared bankruptcy. To ensure adequate competition, the Board had previously decided to seek an additional proposal from World Pools, the Glen's Contractor, but it was learned that they also had ceased operation and moved the Glen's contract to Curl-Burke (the Mews Pool Contractor). A proposal was subsequently solicited from Curl-Burke, which did not submit a bid.

Following discussion of proposals received and additional comparisons of bids submitted to neighboring Fairlington Condominium associations, At-Large Jim Sharpe made a motion that the contract be renewed with High Sierra Pools on the basis of their performance over the past five years and competitive price. Treasurer Arvy Myers seconded the motion. There being no further discussion, President Sinks called for a vote. The motion to renew our pool contract with High Sierra Pools was unanimously approved.

Discussions then turned to the 2009 budget. President Sinks presented the preliminary draft of the budget to the Board, conducting a line-by-line review of each item, answering questions from those attending, providing analysis to support the recommendations and alternatives for consideration. It was recognized that this is a preliminary budget, subject to change and additional refinement resulting from ongoing discussions with several of our contractors.

The meeting ended at 9:30 p.m.