

(draft)

## **FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**

**December 8, 2009 Minutes**

**Held at Fairlington Community Center**

### **ATTENDEES**

Kathy Clatanoff, President; Ray Alexander, Vice President; Margaret Windus, Treasurer; Jonathan Rolbin, Secretary; Amanda Deringer, At-Large; Terry McGuire (Cardinal Management); James Hawkins (Cardinal Management).

Glen Co-owners: Alan Bow, Court 1; Maynard Dixon, Court 16; Greg Lukmire, Court 15; Bob Wilson, Court 11.

### **CALL TO ORDER**

The meeting was called to order at 7:00 by Kathy Clatanoff.

### **Agenda Item 1: Residents' Forum**

Committee heads in attendance (Court Representative Group, Finance, Landscape, Maintenance and Variance) briefly discussed their committee's functions and background.

### **Agenda Item 2: Review of Board policies and procedures, key issues**

Those in attendance briefly addressed various issues. These included a general discussion on co-owner vs. condo responsibilities, insurance liability and long-term capital items.

### **Agenda Item 3: President's Items**

#### **12.08.09.01 MOTION**

**Moved to approve the minutes of November 10, 2009.**

**Motion passed unanimously.**

#### **12.08.09.02 MOTION**

**Moved to approve the minutes of the organizational meeting of November 10, 2009.**

**Motion passed unanimously.**

#### **12.08.09.03 MOTION**

**Moved to approve an amended blanket variance for electrical outlets.**

**Motion passed unanimously.**

The variance will now be included in the Glen Handbook and will state:

*Electrical Outlets (Blanket Variance): Electrical outlets may be installed on exterior walls provided that they conform to electrical code requirements of Arlington County. The outlet should have a weather-proof cover, be flush mounted, and be located high enough to avoid rising water but not higher than 24 inches. If installed on a front or side wall, it should be as unobtrusive as possible. The homeowner remains responsible for any damage to the building facade.*

**12.08.09.04 MOTION**

**Moved to approve selected tree removal and stump grinding.**

**Motion passed unanimously.**

Trees to be removed and costs are as follows:

Court 1, 3501 S. Stafford Street (B-Bldg) - Removal of two diseased dogwoods on either side of walkway, take down and flush stumps (\$120), grind stumps and haul away grindings (\$125);

Court 6, 4148 and 4150 S. 36th Street (B Bldg) - Removal of two arborvitae on either side of entrance, place grindings in hole (\$400), stump grinding and staking of remaining azaleas (\$188).

Total cost: \$833.

**Agenda Item 3: Treasurer's Report**

Margaret discussed the possibility of placing A-Frame signs at strategic locations in the Glen to inform residents of upcoming Glen events. The Association will purchase two A-Frame signs which will be used to announce Glen events, and will be placed, when needed, at opposite ends of the Glen street boundaries.

**12.08.09.05 MOTION**

**Moved to approve 2009 Budget Resolution and apply all or part of any excess assessment income to 2010 assessments and such final amount shall be at the Board's discretion.**

**Motion passed unanimously.**

The previously approved 2010 monthly Assessment Schedule, effective on January 2010, is as follows:

Arlington	\$417.47
Barcroft (I)	\$267.67
Barcroft (E)	\$275.38
Braddock (I)	\$214.80
Braddock (E)	\$222.51
Clarendon (I)	\$327.15
Clarendon (E)	\$334.86
Dominion	\$386.63
Edgewood (I)	\$289.70
Edgewood (E)	\$297.41

I = Inside, E= End

Margaret also discussed Policy Resolution #2 concerning responsibility for patio fences, which was approved in 1982 but not included in the handbook. A copy is attached and has also been included in the Handbook.

### **Agenda Item 5: Management Report**

Terry discussed potential association improvements in 2010, including improving several parking lots and revising the schedule for roof replacements.

Work logs kept by Nelson and Maria are available for inspection.

### **Agenda Item 6: Executive Session**

#### **12.08.09.06 MOTION**

**Moved that the Board go into closed session to discuss snow removal bids, individual homeowner delinquencies and other legal matters**

**Motion carried unanimously.**

#### **12.08.09.07 MOTION**

**Moved that the Board return to open session.**

**Motion carried unanimously.**

#### **12.08.09.08 MOTION**

**Moved to refer accounts 2064, 2101 and 3124 to attorneys for 10-day demand letters.**

**Motion carried unanimously**

#### **12.08.09.09 MOTION**

**Moved to approve contract with vendor NVM for snow removal this season.**

**Motion carried unanimously**

#### **12.08.09.10 MOTION**

**Moved to adjourn.**

**The motion carried unanimously. The meeting was adjourned at 9:00 pm.**

The next scheduled meeting of the Board is on Tuesday, January 12, 7:00 pm, in the Fairlington Community Center.

Respectfully submitted,

Jonathan Rolbin, Secretary

## **POLICY RESOLUTION NO. 2**

### **REPAIR/REPLACEMENT OF PATIO FENCES**

WHEREAS, Article IV, Section 2, of the By-Laws assigns the Board of Directors with all of the powers and duties necessary for the administration of the affairs of the Association; and further states that the Board may do all such acts and things as are not by the Declaration or these By-Laws directed to be exercised and done by the Unit Owners; and,

WHEREAS, Article IV, Section 3 of the By-Laws enables the Board to adopt any rules and regulations ("Rules and Regulations") deemed proper, respecting the use, occupancy and maintenance of the Association; and,

WHEREAS, Article VI, Section 6, Subsection 13, establishes certain limitations on the Limited Common Elements; and,

WHEREAS, in order to assure the repair/replacement of the fencing surrounding patio areas, the Board wishes to establish a Fence Repair/Replacement Policy:

NOW THEREFORE, BE IT RESOLVED that the following Fence Repair/Replacement policies be adopted by the Board:

1. Fencing Repair/Replacement. Although all Association employees are instructed to exercise reasonable care to avoid damage, some unavoidable damage does occur to brick paving, edging, plants, tool sheds, etc. Unit owners have control over what is built, placed and planted in the patio subject to Article VI, Section 6, Subsection 13. Unit owners will be notified in writing one week prior to actual repairs, by written notice through the door. Requests for special arrangements may be presented to the Board or Managing Agent during the week prior to commencement of repairs.
2. Restrictions. Posts that hold up patio fences are presently placed in concrete that are fifteen inches (15") to eighteen inches (18") in diameter. Anything built, placed or planted within a three foot (3') radius of a post in the patio area shall be done at the owner's risk.
3. Association Not Responsible. Nothing in this resolution shall be construed to hold the Owners' Association or the Board responsible for damage to anything built, placed or planted in the patio area when reasonable care is exercised during the repair/replacement of fences.

Signed by Richard Ehlke, President  
April 3, 1982