

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
October 13, 2009 Minutes
Held at 4229 S. 36th St.

(DRAFT)

ATTENDEES

Robert Patrician, President; Charlie Robbins, Vice President; Margaret Windus, Treasurer; Terry McGuire, Cardinal Management. Kathy Clatanoff, Secretary, and James Campbell, At Large, were not present.

Glen Co-Owners:
Maynard Dixon, Court 16.

CALL TO ORDER

The meeting was called to order at 7:30 by Bob Patrician.

Agenda Item 1: Residents' Forum

Maynard Dixon noted that the Court Representatives Group (CRG) was meeting on Tuesday, October 20. Court representatives will share their experiences in court matters. He is sending out monthly tips to assist court reps in their efforts.

Agenda Item 2: President's Items

10.13.09.01 MOTION

Moved to approve the minutes of September 8, 2009.

Motion passed unanimously.

Board members discussed whether to have an outside Parliamentarian at the Annual Meeting and agreed to do so based on Terry McGuire's recommendation. He will seek such a person.

Margaret reviewed proposed changes to the Glen Handbook, reflecting for the most part changes agreed to over the past year (e.g. red reflector policy, annual meeting procedures, hose holders, cable installation). The Handbook will be updated online with a 2009 date. Jocelyne Corderot has agreed to act as Handbook editor in incorporating these and future changes.

The Board discussed an issue that troubles some unit owners, especially those at the "heads" of court yards—contractors or visitors parking in their spaces. Margaret demonstrated a collapsible cone that one could keep in one's car and place in one's space when leaving. It was agreed that such cones would be acceptable at the owner's cost and responsibility. Margaret will follow up.

The painters have noted that metal gutters at the corners of front porches sometimes separate, allowing water to fall on and eventually rot the wooden parts of the porch. The Board agreed to ask James R. Walls, Inc. to survey porch gutter corners and train the Glen's on-site staff in repair methods. Terry McGuire will follow through on this project.

Agenda Item 3: Landscape

Amanda Deringer, Landscape Committee chair, was unable to attend the meeting and met with Margaret Windus the previous day to review additional fall landscape projects and make recommendations for work. The work includes (a) restoration of the Court 10 area affected by sewer replacement and installation of a flagstone walkway, (b) trimming Glen trees impinging on roofs or buildings (to complement needed actions by co-owners within their patios); and (c) removal of the beloved Mulberry in Ct. 12, on which residents have now agreed.

10.13.09.02 MOTION

Moved to approve \$2,945 to Environmental Enhancements to restore Ct. 10 area impacted by sewer replacement and install a flagstone path. Motion passed unanimously.

10.13.09.03 MOTION

Moved to approve \$2,525 to Thrive to trim Glen trees. Motion passed unanimously.

10.13.09.04 MOTION

Moved to provide up to \$4,000 for removal of the Ct. 12 Mulberry, with the President to choose the contractor after competitive bids are received. Motion passed unanimously.

It was further agreed that, of the two patio trees (owners' responsibility) that are impinging on fences, the one located at 4204 S. 36th St. is too close to the alley to consider moving the fence and will have to come down. The tree at 3523B S. Stafford St. is located so that the fence can be "bumped out" to accommodate its growth, something that has occasionally been done in other locations for mature trees. Terry McGuire will follow up with the owner of 3523B S. Stafford St., who would be responsible for the cost. The Board notes that owners should in the future choose trees that are of a suitable size for patios and keep them well within the fence.

Bids have now been received for grounds care for 2010 and optional years and have been referred to Amanda Deringer, Landscape Committee chair, for committee review and recommendation. The Board will make a decision at its November 10 meeting.

Agenda Items 4. E-Voting

The annual meeting package mailed by Vote-Now.com was received by most owners today. Unfortunately, the President's cover letter was corrupted in printing and was unreadable. Terry McGuire will send out a replacement cover letter tomorrow and deduct the cost from Vote-Now.com charges. The remainder of the package was fine. Each owner received an individual code by which to vote online. It was reported that the online voting process works well. The President thanked James Campbell, At-Large Board member, for his extensive work in bringing this project to fruition.

Agenda Item 5. Management Report

Terry McGuire reported that concrete work was complete and would be inspected this week. Painting of Courts 1-4 by NOVA is progressing well, with twelve of seventeen buildings completed. Two Saturdays—October 17 and 24—will provide opportunities to complete door

painting for those not yet done. Finally, NOVA will bring in a lift and cycle back through all four courts to paint roof areas for which a lift is needed. L. Engelking, the company repairing rotten wood found by the painters, is following along behind to repair marked areas.

Brick work is needed in two patios at 4303 and 4305 S. 36th St. as a result of sewer replacement. Work will be done as soon as possible, followed by restoration of the outside area.

10.13.09.05 MOTION

**Moved to approve bid from T.C.B. Masonry for brick work in the amount of \$6,283.
Motion carried unanimously.**

10.13.09.06 MOTION

**Moved that the Board go into closed session to discuss personnel matters; violations of the condominium instruments or rules and regulations promulgated pursuant thereto; and consider the personal liability of unit owners to the unit owners association, consistent with Sec. 55-79-75C of the Virginia Condominium Act.
Motion carried unanimously.**

10.13.09.07 MOTION

**Moved that the Board return to open session.
Motion carried unanimously.**

10.13.09.08 MOTION

**Moved to have counsel send the proposed letter as modified to a homeowner interfering with contractors.
Motion carried unanimously.**

10.13.09.09 MOTION

**Moved to refer account 2001 to attorneys for a 10 day demand letter.
Motion carried unanimously.**

10.13.09.10 MOTION

**Moved to approve a variance request from 4110 S. 36th St. to install French doors in the dining room.
Motion carried unanimously.**

10.13.09.11 MOTION

**Moved to adjourn.
The motion carried unanimously. The meeting was adjourned at 9:15 pm.**

The next scheduled meeting of the Board is the second Tuesday, November 10, **7:00 pm** (note **earlier time**), at the Fairlington Community Center.

Respectfully Submitted,
Margaret Windus, Acting Secretary