

**Fairlington Green
2008 Annual Meeting
September 16, 2008
DRAFT**

Members Present:	Stacy Knobler Corry Schiermeyer Shawn Whitman	President Vice President Secretary
Members Absent:	Andrew Coleman Milam Mabry	Treasurer, excused Member at Large, excused
Others Present:	Terry McGuire Justin McGahan Janet Smith Joseph Hairston Andi Crone	Community Manager, VP, Cardinal Management Community Manager, Cardinal Management Independent Board Recorder Parliamentarian Sign-In, Cardinal Management Group

I. Call to Order: 7:40pm - No quorum

President Knobler called the meeting to order at this time, noting quorum had not been achieved. The meeting will proceed while proxies are solicited, however, no motions may be made.

II. Roll Call

Board members and Management were introduced.

Mr. Hairston will oversee the meeting as parliamentarian. He reviewed standing rules for the meeting, noting a time limit of 2 minutes per acknowledged speaker in the interest of time and fairness.

III. Proof of Notice

Provided by Mr. McGuire.

IV. Approval of Previous Annual Meeting Minutes

The 2007 minutes were not approved as this time as there is no quorum.

V. Report of Officers

A. President's Report

1. Issues and informational items were highlighted via PowerPoint presentation.
2. Annual audit has not been completed due to transition issues with L&N; information was not received until a few months ago.
3. Major repairs included the following: pool was upgraded to include drains & filtration, exterior painting has begun and the entire community will be completed, parking spaces redone, tree issues have been a large expense as several large trees were removed and

replaced, participated in Arlington County tree giveaway to save some money, roof replacement bids have been sent out to replace 2 roofs, major contracts are rebid every 3 years just to keep them honest.

4. Names of the contractors were provided.

B. Vice President's Report

Ms. Schiermeyer reviewed what the condo fees support: water, sewer and drainage repair, trash, exterior building and ground repairs, landscape maintenance and beautification, snow removal, tot lot maintenance, trash, common area maintenance.

C. Secretary's Report

Mr. Whitman summarized the duties of the Board, noting it is comprised of volunteers. The Board provides oversight for business and Management. Duties also include monitoring financial expenditures, the budget, reserve and member's equity, ensure RFPs go out as needed, newsletters, and the website.

D. Treasurer's Report

President Knobler spoke on behalf of Mr. Coleman. Copies of the budget were provided in the meeting handouts.

1. Unaudited balances and members' equity is just shy of \$79,000.
2. Defined replacement reserves noting they are approximately \$382,000.
3. There have been Increases in insurance, electricity, water, sewer, trash removal.
4. Decreases were noted in landscaping non-contract (discretionary spending), and operating expenses.
5. Decreases were made to keep costs under control.
6. Reserve Fund contributions are up 23.8%.
7. Reviewed anticipated expenditures.
8. Would like to engage homeowners in creative ways to help with repairs or maintenance to save money.
9. Noted raise in assessments.

VI. Landscape Committee Report

The Landscape Committee was thanked for all their work. Sandy Paige spoke on behalf of the Committee.

- Cherry, apple and oak areas were mentioned.
- Historical status has been kept.
- Help with watering common areas is welcome.
- Several trees and bushes have been deferred but will be addressed as needed.
- Worked closely with Guardian and Somerset.
- Flooding contained as Repairs to the drainage helped keep flooding contained.
- Dog owner etiquette is a continuing concern.
- Newsletter will mention some particularly nice yards.
- Ongoing issues include erosion, shade along Quaker Lane, azalea infestation.
- President Knobler noted some of the tree items are County responsibility and they haven't responded as quickly as she would like.

- Resident Mary Gibson requested the number for Arlington County relevant for trees be published in the newsletter.
- A homeowner was informed that shrubs outside of the fence line are community responsibility.

VII. Establishment of Quorum

Quorum was achieved at 8:29pm with 34.087% (34% was needed). Mr. Barr was thanked for his efforts to collect proxies.

VIII. Approval of Previous Annual Meeting Minutes

A motion was made to waive reading of the September 26, 2007 minutes aloud and approve the minutes as presented. The motion passed by acclamation.

IX. Homeowners Forum

Mr. Hairston reminded residents of the rules and time limit prior to the Forum.

- Homeowners were reminded to use the Fairlington Green email address for landscape issues.
- Sprinklers in the cul de sac area off of Stafford need to be addressed.
- Also noted vandalism recently. Residents are reminded to report this to the County.
- The yield sign by the bus stop near the community center should be a stop sign as traffic speeds by. Traffic calming was studied in the past throughout Fairlington.
- Reviewed the maintenance and replacement schedule for roofing. Information is available on the website.
- Mr. Wishart inquired about the building with red terracotta tile roofing. Nobody is sure of the reason, and it may be the original roof.
- A question was raised on the timetable for fence repair behind each unit. The Board states maintenance will be provided as needed via work order. There is no major plan or schedule as of now, all done were done ~10 years ago.
- Via a vote of hands, the 2009 budget was approved by all in attendance.

X. Elections

A. Elections Inspectors

Volunteers are: Tom McNally, Ron Wishart, James Barr

B. Candidates

Stacey Knobler is rerunning. Mr. Mabry will not be rerunning due to relocation. Mr. Hunter Moorhead is a new candidate.

There were no additional nominations from floor.

XI. New Business

- The tot lot needs to be repaired. A volunteer weekend has been set up. Residents were encouraged to contribute their time.

- Mr. Doug Anderson commended volunteerism on a short-term basis with no long-term commitments.
- President Knobler has information and a plan for the tot lot, and will work with Justin on removing debris/items.
- Sam Anthony of the Fairlington Citizens Association spoke. He noted there are 8 condominium associations under the FCA. Some issues heard tonight may be addressed at their meeting. They would like to work with everyone in Fairlington & Shirlington. Highway – sound barrier will be installed?
- The FCA is working getting a sound barrier to block noise from the highway, but a decision is out of their hands.
- The Neighborhood Conservation Plan may be good starting point for obtaining more free trees and other items to improve the community.
- The Fair dogs program is gone.
- Residents are reminded only one parking spot is allotted. Tickets are issued by the Board.
- Upcoming meeting dates will be the 4th Thursday in October, then 3rd Thursday afterwards. There are no August or December meetings.
- Results of the management company satisfaction survey in general: a majority of residents have seen considerable improvement on homeowner/consumer end.
- Payment coupons should be out on time this year. New amounts are in the handout and on the website.
- Mr. Whitman thanked everyone for attending and support received from Management.

XII. Results of Election

Via ballot count per Mr. Hairston’s recommendation, Stacey Knobler and Mr. Moorhead are elected to serve on the Board.

XIII. Adjournment

There being no further business to come before the Board, by acclamation, the meeting adjourned at 9:21pm.

Respectfully submitted,

Janet Smith

September 16, 2008

Janet Smith, Board Recorder

Date

Approved By:

Secretary

Date