

**Fairlington Green Condominium
Board of Directors Monthly Meeting
April 24, 2008
APPROVED**

Members Present:	Stacy Knobler Corry Schiermeyer Andrew Coleman	President Vice President Treasurer (via teleconference)
Members Absent:	Shawn Whitman Milam Mabry	Secretary, excused Member at Large, excused
Others Present:	Justin McGahan Janet Smith V.J. Platz	Community Manager, Cardinal Management Independent Board Recorder Premier Aquatics

I. Call to Order: 7:09pm

Stacey Knobler called the meeting to order noting the presence of a quorum.

II. Special Order

1. *Stacey Knobler motioned to conditionally approve the variance request from Coleman and Tamara Mehta of 3181 S. Stafford Street. They are seeking approval to create an open space between the kitchen/dining areas in their Clarendon model, by removing non-load bearing structures in our kitchen area, thereby creating a pass-through. The owners must, at their own expense, consult and receive assurance from a structural engineer verifying the building structure will not be compromised. Corry Schiermeyer seconded. Passed unanimously.*
2. V.J. Platz with Premiere Aquatics discussed the following:
 - Repairs are completed, and no leaks or cracks were spotted
 - Comments were received that the pool looks messy; however, new white coating may not be swept or vacuumed for a while.
 - Management presented proposals from Premiere for repairs, basic and pre-opening prep items, totaling \$2,690.00. The cost includes cartridges, leaks in the pool house and repair to the wading pool gate.
 - The leaks have been repaired. Per Board direction, Premiere is to alert Management about needed repairs. Engleking will be contacted as they are currently under contract for general and plumbing maintenance.
 - Replacement cartridge filters are needed, and each filter uses 3 cartridges. The cost would be \$2,100.00 (of the \$2,690). Mr. Platz suggested utilizing the current cartridges and ordering them as needed.
 - Management recommends budgeting the monies for next pool season.
 - Management noted the current budget for pool repair and supplies is low. Should the Board wish to go forward with the proposal, funds may be transferred from line item 61581 (snow removal contract).
 - The wading pool gate latch may be pricey. Engleking is the first choice to install the latch; if they are unable to then Premiere is authorized to do the work.
 - Discussed checking pool passes and watching for residents who abuse their pool privileges.

- The Board notes that one pool pass and one guest pass will be issued per household. The guest pass will allow no more than 5 guests at a time.
- Pool hours have changed, and hours were posted in the newsletter.
- Doggie swim day will be the last day of the season.
- Limbs overhanging and dirtying the pool will be trimmed back.
- Management would like to be present Monday when the health inspector is on site.

III. Community Comments

None.

IV. Approval of Minutes of Prior Meeting

Andrew Coleman motioned to accept the minutes of the March 27, 2008 meeting as presented. Corry Schiermeyer seconded. The motion passed 2-0-1, with Stacey Knobler abstaining.

V. Treasurer's Report

1. Financials are as presented and there are no significant variances.
2. The community is in good financial standing.
3. The Board would like to keep ~\$150,000.00 cash on hand and directed Management to contact John Fell regarding a short-term CD or other options.

VI. Committee Reports

Newsletter – The newsletter was completed, mailed to members and posted on the website. Another edition should be forthcoming, noting the one pool and guest pass.

VII. Management Report

A. Administrative

1. Financials were reviewed.
2. Management received an email from Arlington County regarding the tree giveaway. There are a limited amount of trees available so the community may not receive anything despite requests. A newsletter article will reflect this new information.
3. Update on the auditors and lack of complete payables files.

B. Contracts

1. Management will let the Board know dates for Stripe A Lot work so notices may be sent to residents.
2. Management received several more painting proposals. Discussed why costs are so varied. A summation will be presented to the Board when more cohesive details are received.
3. The Board recommended using Engleking for repairs if needed when painting contractors note areas needing to be addressed.
4. The Association, per bylaws, is responsible for caulking windows.

C. Maintenance and Grounds

1. Management will coordinate with Somerset Landscaping to plant the new trees from Arlington County.

2. Reviewed the work order report. A new work order will be generated for a shutter repair at 4227 if one hasn't been done.

VIII. President's Report

1. Management will ask Alison Day with Goldklang Cavanaugh, if the audit can proceed without the missing minutes.
2. Cardinal Management will provide information to be uploaded to the community website.
3. The Board would like to receive the budget before the June meeting, and would like either a June 30th or July 1st meeting date.
4. The newsletter will include a reminder that political signs are not allowed in windows or lawns.
5. Stacey Knobler will run again for the Board at the annual meeting. Board terms may need to be changed for more effective staggering.

IX. New Business

1. The Board generated a request for proposal for a groundskeeping contract and elects to follow through without Management assistance.
2. Discussed a recent Washington Post article regarding 10% of funds being spent for condominium repairs. If this item is not addressed in the bylaws, an amendment may be considered.
3. Management will verify if Arlington County removed the trashcan at 32nd and Utah streets. If there are no plans to replace it, a pet waste station may be installed.

X. Old Business

None.

XI. Recess

Corry Schiermeyer motioned that the Board go into Executive Session at 8:29pm, for the purpose of discussing violations, delinquencies and collection activities. Stacey Knobler seconded. Passed unanimously.

Corry Schiermeyer motioned to close Executive Session at 8:38pm, and reconvene the regular Monthly Board Meeting. Stacey Knobler seconded. Passed unanimously.

XII. Adjournment

There being no further business to come before the Board, Corry Schiermeyer motioned to adjourn the meeting at 8:39pm. Andrew Coleman seconded. Passed unanimously.

Motion Summary Page

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Respectfully submitted,

Janet Smith

April 24, 2008

Janet Smith, Independent Board Recorder

Date

Approved By:

Shawn Whitman, Secretary

Date