

**FAIRLINGTON GREEN CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MINUTES  
DECEMBER 19, 2005**

**Board of Directors Present**

Pat McDermott - President  
Jeanne Clarke – Vice President  
Andrew Coleman – Treasurer  
Steve Navar – Community Manager

**Home Owners Present**

None

**Others Present**

David Fyffe – Seal Engineering

President Pat McDermott called the meeting to order.

A Quorum was confirmed

**Presidents Report**

Pat discussed the Arlington County trash issue. A survey was taken of some Arlington County communities; ours was not one of them. There will be a presentation some time in 2006 and Jeannie volunteered to attend.

Nothing has been heard from Arlington County regarding the cable issue.

**Treasurers Report – Period Ending November 30, 2005**

Jeannie presented the Financial Report – On the income side, the Association is currently a bit under on income by \$155.00. On the expense side, Jeannie asked why the administrative miscellaneous was so high, and about the plumbing and building maintenance contract. It is likely that the 2005 Engleking bills are in this line item and will be backed out to 2005. Water and sewer is over by \$1,500 at present. Total expenses are \$88,415 with a current deficit of \$1,193.00. This will be corrected when 2005 expenses are backed out of this budget. Jeanne will work with Andrew as he has assumed the position of treasurer to establish the format for presenting the financial reports. Andrew asked if it was possible to get the financials emailed or set up in excel and Steve will let him know. Andrew also asked about the money markets and CD's, who monitors them. Courtney Campbell keeps an eye on all investment and savings accounts.

**Committee Reports**

**Landscaping Report**

The renter at 3204 S. Stafford Street has been complaining about the landscaping around her unit. The owner is a Mr. O'Brusal.

**Newsletter**

Pat will work with Stacy Knobler on the newsletter.

## **Old Business**

### **Erosion Problem**

There is a serious problem with erosion and drainage between units 4220, 4222, 4224, 4234, 4236 and 4238. Steve met with Chris Chopin and is to meet with an engineer on the 22<sup>nd</sup> of this month and a representative from Thomas Downy Limited on Wednesday. It is hoped that Steve will have some new information for the board in January and possibly two recommendations. The aim is to get this work completed as quickly as possible. The problem seems to be with the downspouts that are all connected and all aim towards the bottom of the hill, the goal is to spread this out more evenly. Steve also said he is keeping Mr. Shaw abreast of all developments.

## **New Business**

### **Roofs**

David Fyffe reported his finding on the two proposals for roof replacement work. Dave had gone back to Walls Roofing to ask if they would bring their price down and the answer was no. Simpson Roofing did revise their bid due to the increased cost for materials by approximately \$10,000.00 to \$104,420.00 This does include extra insulation. Seal Engineering has prepared a contract for signature. In the cover letter it states that the start date will be April 11, 2006 and there is a 45 day time frame. Dave had three original contracts, one for the board, one for Seal Engineering and one for Simpson. Dave will set up a pre-meeting with Simpson prior to the commencement of the work and board members are welcome to attend. We would like to see the site for the storage of materials and appoint a liason for any community issues that may arise and to set the ground rules as to noise, dirt and the time frame. Simpson comes with very good recommendations. A representative from Seal Engineering will stop by once a week to give an observation report.

### **Pool**

There is some concern as to the storage of the pool furniture, it is stored in the rest rooms when it's usually stored in the pump room.

The baby pool needs a new cover. Three people though remember authorizing the expenditure for this cover in 2001. The board will look back to the 2001 minutes. Century Pool would be out as the pool company but for the fact they have a three year contract and 2006 is the last year of the contract. The board would like to meet with company representatives March 30<sup>th</sup> to establish some guidelines for the pool.

A motion was made by Jeanne Clarke, seconded by Andrew Coleman and approved by the full board to purchase a new cover for the baby pool in the amount of \$1,235.05.

### **Sewer Lines**

Steve was expecting the final report from Eric Booma today or tomorrow as well as the Mews. Steve will review both reports. We have a few options.

1. Go back to JEB and say fix all these problems
2. Terminate the contract

JEB has sent the association an invoice for \$50,000.00 for 2005 and no work was even done. Fairlington Glen has used JEB too and had issues. The board decided to wait for the final report and see where we are then. Steve will try to email us the report once he is in receipt so we can see it in advance of the next meeting.

### **Concrete Repairs**

Concrete work was done to the front steps of Michelle Gregory's unit, 3210 S. Stafford. She is requesting the steps going to her side entrance be replaced. In the Spring the board will take a look at this and other concrete issues.

### **DEC Cleaning Contract**

A motion was made by Jeanne and seconded by Andrew and approved by the full board to accept the DEC Cleaning contract that expires on December 31, 2005 for a rate of \$261.00 per month.

### **Hot Water Heater**

The hot water heater for the pool bathrooms is broken. Steve will have a plumber take a look to determine if it can be repaired or needs to be replaced.

### **JEB Mechanical;**

Pat gave a copy of the JEB Mechanical bill to board members and she is going to call Peter Philbin to discuss our options in relation to the contract.

### **Roofing Contract**

The Board discussed the Simpson Unlimited, Inc. contract for roof replacement. A motion was then made by Jeanne, seconded by Andrew and approved by the full board to accept the Simpson Unlimited Contract.

### **Executive Session – 8:40 p.m.**

In 1999, there was a flood in a basement of one of the residents. The floor had to be dug up, the line replaced and then the floor replaced. An invoice for this work was processed by Engleking in 2000 yet only a portion of it was paid by the insurance company. There are portions the board believes should have been paid by the insurance company that were rejected yet were never disputed by the Association – hence Legum & Norman, therefore leaving a \$10,000.00 balance due to Engleking. Steve will go back to Legum and Norman and investigate the full circumstances of this case. Until the board receives answers no action will be taken.

The next meeting is January 26, 2006.

A motion to adjourn the meeting was made by Andrew, seconded by Jeanne and approved by the full board.