

Fairlington Green Condominium
Board of Directors Monthly Meeting
January 10, 2010

Members Present: Stacey Knobler
Andrew Coleman (via teleconference)
Dana Zook

Members Absent: Hunter Moorehead
Corry Schiermeyer

Others Present: Terry McGuire, Community Manager, VP, Cardinal
Management
Ron Wishart, Resident, 3201 S. Stafford St, A1
Mary Shea, Resident, 3203 S. Stafford St.

- I. Call to Order: 7:27pm
 - a. Stacey Knobler called the meeting to order noting the presence of a quorum.
- II. Community Comments
 - a. None
- III. Approval of Minutes of Prior Meeting
 - a. Andrew Coleman motioned to accept the minutes of the November 30, 2009 meeting as presented. Dana Zook seconded, passed unanimously.
- IV. Treasurer's Report
 - a. Terry McGuire noted around \$27,000 of snow removal bills have been received from the record breaking December snow storm.
 - b. Management recommends to leave the CD that matures in April 2009 as cash.
- V. Community Reports
 - a. Green Leaves Newsletter
 - i. Ron Wishart and Mary Shea have completed the most recent edition of the Green Leaves Newsletter. The newsletter was sent to the board, it received final approval and will be distributed in the coming days.
 - ii. Mary volunteered to print the newsletters moving forward and she will print them in black and white.
 - iii. Items to include in the next newsletter
 1. Information on Big Trash Day the 1st Saturday of each month

2. Community Beautification Day coming in 2010
3. How/Where to get rid of hazardous materials
4. New volunteer to head social functions for community involvement

VI. Management Report

a. Maintenance and Grounds

- i. Come spring Terry will conduct a complete walkthrough of the property because of the December snowstorm. This will include any masonry issues that may have arisen because of swelling/shrinking during the freeze.

b. Administrative

- i. The year end audit conducted by Goldklang, Cavanaugh & Associates did not provide any surprising news to the Board. The current shortage in the reserves was noted in the audit and President Knobler noted this issue needs to be discussed by the Board when all five Board members are present. Andrew Coleman motioned to accept the audit as presented. Dana Zook seconded, passed unanimously.
- ii. Dana Zook motioned to accept the winter maintenance contract from Premier Aquatics for three maintenance visits for December, January and February. Andrew Coleman seconded, passed unanimously.
- iii. Andrew Coleman motioned to approve Goldklang, Cavanaugh & Associates to file taxes for the association in which ever category will provide us with the best return. Dana Zook seconded, passed unanimously.
- iv. Andrew Coleman motioned to approve a two year contract with Capitol Services for trash removal. Dana Zook seconded, passed unanimously.
- v. Andrew Coleman motioned to approve Goldklang, Cavanaugh & Associates act on behalf of the association allowing them to negotiate payment plans for delinquent accounts. Dana Zook seconded, passed unanimously.
- vi. Andrew Coleman motioned to approve Premier Aquatics to be renewed for the 2010 pool season. Dana Zook seconded, passed unanimously.

VII. President's Report

- a. None

VIII. New Business/Old Business

- a. None

- IX. Executive Session
 - a. Andrew Coleman motioned that the Board go into Executive Session at 8:31PM for the purpose of discussing and reviewing the delinquencies. Dana Zook seconded, passed unanimously.
 - b. Andrew Coleman motioned that the Board close Executive Session at 8:51PM. Dana Zook seconded, passed unanimously.

- X. Adjourn: 8:55PM.
 - a. There being no further business to come before the Board, Andrew Coleman motioned to adjourn the meeting at 8:55PM. Dana Zook seconded, passed unanimously.

Respectfully submitted,

Dana Zook, Secretary
January 20, 2010