

Fairlington Green Board Meeting JULY 27, 2006
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Board of Directors Present

Pat McDermott - President
Jeanne Clarke – Vice President
Stacey Knobler - Secretary
Steve Navar – Community Manager

A quorum was confirmed.

Homeowner Forum

- No additional homeowners present.
- Board Member, Andrew Coleman, presented renovation plans for Board approval. An architectural engineering survey was requested and will be provided to the Board before work begins. Approval of the work was based on the professional engineer specifications being provided.

Approval of Minutes

- The June 2006 minutes were reviewed and approved by the Board.

Presidents Report

- Pat described that the dispute with Minkoff over the work done in Pickard unit remains unresolved. Additionally, the Board is waiting to confirm the quality of work from other affected homeowners related to the Minkoff repairs.
- Stacey discussed the mailing of the annual meeting packet to include a homeowner survey and a finalized 2007 budget. She will develop the survey and work w/ Steve in August to ensure that the final budget reflects all of the modifications still needed to the budget.
- Jeanne again emphasized that the lifeguard performance needed improvement. Stacey will call Century Pool (again) and notify them that new service is necessary.
- Pat stated that the Board will not approve a Management Fee increase of 5%. Pat requested a copy of the current contract.

Treasurers Report

- Andrew highlighted the difficulty in tracking expenses related to the building maintenance accounts. Stacey inquired about the terms of the contract with Leslie Engelking. The Board asked Steve to discuss w/ Leslie and L&N accounting how to break-out expenses more discretely in order to better track the contracted services v. those expenses beyond those services. The Board identified the need to revise the contract in order to ensure that the terms of the contracted services and terms of

billing and payment are in-line with the needs of the community and to better allow for effective budgeting of these services annually. Stacey will be receiving a copy of the contract from Steve for initial review after the annual meeting in September.

- The Board again reiterated to Steve that a clear statement of accounting for the reserve funds was urgently needed to inform the rest of the budget development process for 2007. He stated that the information would be provided by early August. On a related matter, the need to pursue an updated reserve study for the community in the early part of the '07 fiscal year was emphasized.
- Steve reported on the E-trade account that had been discussed at the June meeting. He described that the previous balance had been used to pay out reserve and capital expenditures. Pat again emphasized that the current balance of \$390.38 must be moved as soon as possible to another account in order to avoid additional monthly fees.
- The Board instructed Steve to have L&N accounting establish a Special Projects account to reflect balance and payables for erosion and drainage expenses.
- Current budget projections anticipate a \$9K deficit—this does not include the outstanding Minkoff invoice for costs beyond the insurance coverage (approx. \$23K). The Minkoff invoice related to clean-up immediately after the flooding was not entirely covered by the insurance company. Adjustments to the 2007 budget to reflect the \$23,000 of outstanding costs will be made. It was reiterated that if reimbursement was not recovered from the County that responsibility for these costs would eventually be borne by the affected homeowners.

Management Report

- The Board reviewed and approved the Thomas Downey specifications for erosion/drainage repair above Shaw unit. The Board requested that the bidding for the work begin as soon as possible and that T. Downey assist in determining the priority of progression and the management of the construction project. The bidding documents should include projections of all the work required in the Green for erosion/drainage repair. Costs are needed for engineering/design costs as well as construction costs.
- Curt Mohr has been asked to revise tree care costs related to tree removals and treatment to determine what can be delayed until the new fiscal year.
- Steve initiated the development of groundcover plans behind the Shaw unit by Somerset
- Roof replacement materials for the slate roofs have been delayed in delivery. As soon as materials are available, the work schedule will resume.
- 3123 S. Utah St. suffered extensive damage to the unit as a result of a sewer and water line back up. A claim has been filed against the

association insurance and an adjuster has visited the unit to assess damages and costs for repair.

The next Board meeting will be part of the Annual Meeting scheduled for September 13, 2006.

A motion to adjourn the meeting was made by Andrew Coleman, seconded by Stacey Knobler and approved by the Board.