

FAIRLINGTON GREEN CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MINUTES
March 22, 2007

Board of Directors Present

Stacey Knobler, President (via phone)
Corry Schiermeyer, Vice President
Andrew Coleman, Treasurer

Homeowner Forum

No home owners were present.

Stacey Knobler called the meeting to order at 7:10pm and a quorum was confirmed.

The Board discussed the landscaping bids for drainage repairs in two areas of Fairlington Green. The two bids were made by Shenandoah and KGS. Having been quite pleased with recent work done for the Green, the Board voted unanimously in favor of the Shenandoah bid. Some additional work described in the engineering assessments that informed the bids will be carried out by our building maintenance contractor, Engelking.

The Board also discussed the draft audit of the association's funds for the 2005-2006 year. Stacey Knobler noted that the draft audit was consistent with our financial records and that we should look closely at the auditor's letter of recommendations. The Board voted unanimously to approve the draft report in order to have auditors move forward with a final report.

Minutes

The November meeting minutes were approved by the Board.

Treasurer's Report

Copies of paid invoices were provided in advance for the meeting to Treasurer Andrew Coleman. A review of the reports reveals that the Association is under spending in a number of areas and on target in the rest. There is currently \$8,570 of unbudgeted expenditures related to flood-related emergency repairs to property in the Green.

Committee Reports

- 1) Newsletter – Corry Schiermeyer stated that she intends to have the newsletter out at the end of March.

- 2) Landscape Committee – Stacey Knobler reviewed the status of the Landscape Committee’s efforts to develop an RFP to bid out for our landscaping contract. Sample specifications have been provided by L&N to the committee and they intend to submit the RFP for Board approval at the next monthly meeting in April.
- 3) Management Contract Committee – Stacey Knobler updated the Board on the progress of the committee. They are currently developing a community survey and will seek to collect and analyze the results by late April/early May. Stacey reminded the Board to respond to inquiries from the committee about priorities to be considered in the search process.

President’s Report

The Board discussed the need to set up a meeting with an Arlington County representative to review the area near 3169 S. Stafford where water continues to seep to the surface even after the recent replacement of water main pipes in the same area. This meeting will effectively determine who bears responsibility for this issue. Based on the findings from this meeting, the Board will take any necessary further action.

Stacey Knobler briefly described the recent inquiry from the Fairlington Citizen’s Association (FCA) regarding the utilization of Utah Field Park. Feedback has been requested from all FG residents via the newsletter. The Board will review the responses and respond to the FCA before the end of April.

Management Report

Steve Navar from Legum and Norman provided reviews of the Minkoff invoice, a walk around report by Leslie Engelking and the Board discussed the review and renewal of the Engelking building maintenance contract. Negotiations will be conducted before the contract is approved and renewed. The Board also discussed the need to competitively bid out this contract next year.

Additionally, the Board discussed meeting with the new pool lifeguards and management company before the pool season begins.

Next Board Meeting

The next Board meeting is Thursday, April 26, 2007 at 7pm at the Offices of L&N, 4401 Ford Avenue, Suite 1200, Alexandria, VA.

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

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