

**Fairlington Green Condominium
Board of Directors Monthly Meeting
March 27, 2008
APPROVED**

Members Present:	Corry Schiermeyer Andrew Coleman Shawn Whitman	Vice President Treasurer (via teleconference) Secretary
Members Absent:	Stacy Knobler Milam Mabry	President, excused Member at Large, excused
Others Present:	Justin McGahan Terry McGuire Janet Smith	Community Manager, Cardinal Management Community Manager, VP, Cardinal Management Board Recorder
Others Absent:	None	

I. Call to Order: 7:11pm

Terry McGuire called the meeting to order, noting the presence of a quorum.

II. Community Comments

None.

III. Approval of Minutes of Prior Meeting

Corry Schiermeyer motioned to accept the minutes of the February 28, 2008 meeting as presented. Andrew Coleman seconded. Passed unanimously.

IV. Treasurer's Report

1. Financials are as presented.
2. Management has contacted Morgan Stanley to invest in a short-term CD as previously discussed.
3. The audit from last year still needs the missing minutes.
4. The community is in good financial standing.

V. Committee Reports

Newsletter – The newsletter should be completed soon. Corry Scheirmeyer would like to include information about pool hours and parking.

VI. 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. Management submitted samples of vehicle registration forms, and the Board made a selection. This will provide a database/tracking device for vehicles and issued hangtags. Management recommends wording that information must be provided or the current tag may be voided.
4. Management submitted samples of recreational passes that included the tennis court lock code on the back. The Board reviewed the samples, and agreed on one pass and one guest pass per household. Extra passes will be \$5.00 each.
5. Management will verify statutory rules for swimming and kids, and language for age(s) to accompany a minor. Corry Scheirmeyer prefers language to the effect of 'no kids under 15 years of age unless accompanied by an adult'.
6. Management advised the Board that lifeguards know how to administer swim tests to minors if called upon.

B. Contracts

1. Management presented the proposal from Seal Engineering for final signature.
2. Management is concerned about the large range in pricing for painting bids, and investigations are ongoing to identify the differences.
3. *Shawn Whitman motioned to accept the proposal from Stripe-A-Lot to reline 148 existing parking spaces, re-stencil 150 spaces with "reserved", and repaint 1,450 feet of yellow fire curb, at a cost of \$1,650.00. Corry Scheirmeyer seconded. Passed unanimously.*

C. Maintenance and Grounds

1. Management provided a work order report, and has been in contact with Engleking regarding timely submittal of information so work orders may be closed out.
2. Management will survey the community for exposed cable and report findings to Capitol Cable.

VII. President's Report

No report was provided, however, Stacy Knobler has been in touch with management and the Board.

VIII. New Business

1. Corry Schiermeyer noted tiles have been installed in the pool and they look nice. She has also verified the location of the kayak as discussed during the previous meeting.
2. Management provided photos of unit 205 to verify violations as noted in Stacy Knobler's email. A letter was sent to this unit regarding the pit bull. Residents are advised to call animal control if the dog is aggressive or unleashed.
3. Management reviewed violation letters and hearings procedures.
4. The cleaning company has been bought by another company. Management will notify the Board if a new contract is presented.
5. Corry Scheirmeyer is unable to close her gate and requests repairs.

IX. Old Business

None.

X. Recess

Corry Scheirmeyer motioned that the Board go into Executive Session at 8:23pm, for the purpose of discussing violations, delinquencies and collection activities. Shawn Whitman seconded. Passed unanimously.

Corry Schiermeyer motioned to close Executive Session at 8:30pm, and reconvene the regular Monthly Board Meeting. Shawn Whitman seconded. Passed unanimously.

IX. Adjournment

There being no further business to come before the Board, Andrew Coleman motioned to adjourn the meeting at 8:33pm. Corry Schiermeyer seconded. Passed unanimously.

Motion Summary Page

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Respectfully submitted,

Janet Smith

March 27, 2008

Janet Smith, Board Recorder

Date

Approved By:

Shawn Whitman, Secretary

Date