

**Fairlington Green Condominium  
Board of Directors Monthly Meeting  
May 22, 2008  
APPROVED**

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<b>Members Present:</b>	Corry Schiermeyer Shawn Whitman Milam Mabry	Vice President Secretary Member at Large
<b>Members Absent:</b>	Stacy Knobler Andrew Coleman	President, excused Treasurer, excused
<b>Others Present:</b>	Terry McGuire Justin McGahan Janet Smith Pat McDermott Ron Wishart	Community Manager, VP, Cardinal Management Community Manager, Cardinal Management Independent Board Recorder Resident, 3277 S. Stafford Street (arrived 7:50pm) Resident, 3201 S. Stafford Street #A1
<b>Others Absent:</b>	None	

**I. Call to Order: 7:04pm**

Vice President Corry Schiermeyer called the meeting to order noting the presence of a quorum.

**II. Community Comments**

Mr. Wishart is here on behalf of his neighbor who is hearing impaired. He provided pictures of standing water outside the unit, and stated the neighbor experienced a flooding issue that was not covered by her insurance. Mr. Wishart and the Board discussed ongoing drainage issues. It was discovered the swale outside is only 3" around and insufficient to drain away heavy water. There is also a downspout extender. Mr. Wishart requests the water be able to drain away to Quaker Lane and perhaps lengthen the downspout extender. Mr. Mabry suggested the Board examine the swale and downspouts to see if they are faulty, and work with the neighbor to see what can be done to alleviate this situation in the future. Management was directed to send Mr. Whitman a property map.

Also discussed were the bylaws and homeowner responsibility regarding leaks.

**III. Special Order - Community Relations**

Pat McDermott here is to present a draft of a community survey. This will provide a means for residents to note their satisfaction or dissatisfaction with Management. The Board would like the survey to go out in June. Results should be tabulated as soon as possible and notify the community of the results in July. The survey will also be available on the website. The survey will add an option for contact information.

**IV. Approval of Minutes of Prior Meeting**

*Shawn Whitman motioned to accept the minutes of the April 24, 2008 meeting as presented. Corry Schiermeyer seconded. Passed unanimously.*

## V. Treasurer's Report

1. There is no formal Treasurer's Report as Mr. Coleman is absent.
2. Bartlett Trees was a large expense.
3. The Association is \$27,000 under budget, \$5,000 was saved in management fees, legal fees are \$3,000 under budget, and maintenance fees are pretty much on budget.

## VI. Committee Reports

Newsletter – Corry Schiermeyer will work on the newsletter to include an article requesting residents contact Management if they are experiencing a leak, and noting homeowner responsibility.

## VII. Management Report

### A. Administrative

1. Financials were reviewed.
2. Justin McGahan is working with the landscapers to obtain a suitable replacement for an elm tree landscapers inadvertently removed.
3. The Board reviewed correspondence from an owner who finds it inconvenient to only be issued one pool pass.
4. *Corry Schiermeyer motioned for owners to be allowed to purchase an extra pool pass in their name at a cost of \$5.00 each. No household may exceed two additional passes, due to historical misuse of unauthorized users. Shawn Whitman seconded. Passed unanimously.*
5. *Shawn Whitman motioned for the owners of unit 4263 be requested to pay \$960 for damages to a common area shrub as a direct result of their contracted delivery service. Should payment not be received, repairs will be made and their account will be billed. Milam Mabry seconded. Passed unanimously.*

### B. Contracts

1. The Board reviewed NOVA's proposal and requested verification on Engleking's price for woodwork.
2. *Milam Mabry motioned to conditionally approve a proposal from NOVA Painting to paint 17 buildings, at a cost of \$68,750.00, to include gutters, ground level window grates, repair of all caulking and window glazing. The approval is pending verification of Engleking's price for woodwork. Shawn Whitman seconded. Passed unanimously.*
3. Mr. Mabry suggested an article be placed in the newsletter noting shims must first be removed if residents want their window frames painted.

### C. Maintenance and Grounds

1. Reviewed the work order report.
2. Justin McGahan was present when the new trees were delivered from Arlington County.
3. Somerset Landscape provided a color photo of suggested enhancement around the maple tree at the pool. A decision was tabled, and Corry Schiermeyer will see if some neighbors will volunteer.
4. *Milam Mabry motioned to approve a proposal from Somerset Landscaping to install mulching at the tot lot near the pool, at a cost of \$1,152.00. Shawn Whitman seconded. Passed unanimously.*

**VIII. President's Report**

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

**IX. New Business**

1. The Board noticed more trashcans have been removed. If there are no plans to replace it, a pet waste station may be installed.
2. The Landscape Committee is attempting to recruit new volunteers.
3. The next meeting will be Monday, June 30<sup>th</sup>.

**X. Old Business**

None.

**XI. Recess**

*Milam Mabry motioned that the Board go into Executive Session at 8:31pm, for the purpose of discussing violations, delinquencies and collection activities. Corry Schiermeyer seconded. Passed unanimously.*

*Milam Mabry motioned to close Executive Session at 8:54pm, and reconvene the regular Monthly Board Meeting. Corry Schiermeyer seconded. Passed unanimously.*

**XII. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 8:54pm.

**Motion Summary Page**

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Respectfully submitted,

*Janet Smith*

*May 22, 2008*

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Janet Smith, Independent Board Recorder

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Date

Approved By:

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Shawn Whitman, Secretary

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Date