

FAIRLINGTON GREEN CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MINUTES
November 30, 2006

Board of Directors Present

Stacey Knobler, President (via phone)

Corry Schiermeyer, Vice President

Shawn Whitman, Secretary

Homeowner Forum

No home owners were present.

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

Theresa Swan, Vice President for USI, discussed Fairlington Green insurance policy and coverage issues. The Board received guidance from Ms. Swan regarding the implications of reporting of claims; the variety of deductibles related to different coverage policies; and recommendations for complementary individual homeowner insurance. Guidance from USI for homeowner policies will be published in the next newsletter and posted to the FG website.

Treasurer's Report

Copies of paid invoices were provided in advance for the meeting to Treasurer Andrew Coleman. Andrew was unable to attend the meeting, but he will address questions directly to management and the Board via email.

Committee Reports

1) Landscape Committee – Peter McCarthy

The Board reviewed and discussed the terms of the annual landscape contract with Somerset Landscaping. Along with Peter McCarthy, the Board agreed to renew the January-December 2007 contract with Somerset. Issues regarding mulch and leaf removal will be negotiated before signing the contract. The Board will work with the Landscape Committee (and seek additional volunteers) to handle the bidding-out of the landscape contract for the 2008 calendar year. A scope of work and request for proposals will be executed in the spring of 2007 with the hope of making a decision by late summer 2007.

The Board reviewed the Bartlett Tree Experts proposal. The proposal includes work to address dead and dying trees in the community, the treatment and fertilization of trees, and the pruning and maintenance of healthy trees in the community. The Board is looking to prioritize the work of the proposal and will decide on next steps before the next meeting in January.

The Board reviewed a proposal from Somerset Landscape to re-plant areas affected by the slope redesign near 4236 South 32nd Road. Planting to ensure the mitigation of damage from erosion and drainage will be undertaken.

- 2) Newsletter – Corry Schiermeyer stated that she intends to organize the publication of the next newsletter in early January. Articles for the newsletter will be submitted by the Board over the next few weeks.

President's Report

Stacey provided updates on the progress of repairs the association has undertaken at several units as a result of flooding in late June.

Stacey described the association's plans to present a letter requesting reimbursement for insurance deductibles and un-reimbursed costs from Arlington County related to damages from the January 2006 water main break. If the association is unable to recover the deductible and other costs from the County, the affected and benefited homeowners will be required to share the burden of these costs.

The Board has received four reserve study bids. They are under review and the Board will request a presentation from the chosen company during the January or February 2007 meeting.

As part of the association's on-going project to address erosion and drainage problems in the community, several Board members and Steve will do a walk-around inspection with the professional engineer contracted to continue repairs. Design specs will be submitted to the Board in January for review and final approval.

Stacey described a recommendation from the association's legal counsel to update our policy resolution on water penetration to include language that reiterated our related policy resolution regarding the insurance deductible responsibility of homeowners. Corry motioned to approve this update, Shawn seconded it and the Board approved.

Management Report

Steve Navar from Legum and Norman provided the Board with a roof replacement report/maintenance schedule from Seal Engineering. The Board is awaiting a final report

from Seal Engineering that will certify the roofing work recently completed by Simpson Unlimited. When the report is received, the invoice for payment to Simpson will be approved.

The Board reviewed the audit engagement letter from Goldklang, Cavanaugh, & Associates, P.C, Certified Public Accountants. Stacey motioned to approve the terms and cost of the audit, Shawn seconded the motion. The Board approved the audit of Fairlington Green financials for years ending September 30, 2006 and September 30, 2007.

Water leakage has been observed at street level in the same area of January's water main break. This problem will be monitored and the County will be contacted to investigate.

The invoice for Shenandoah Landscaping—the company that performed the landscape and drainage construction on the slope behind 4236 South 32nd Road—will be approved after a final inspection of the area to be performed by the Board and a professional engineer.

New Business

Pool management proposals will be available for review and selection at the January meeting.

The Board will initiate the formation of a Management Contract/RFP Committee at the January meeting. A presentation from the Vice-President of the Fairlington Mews Board of Directors will be given related to their recent experience with this process.

Approval of Minutes

Previous minutes from the October 26, 2006 Board meeting were approved.

Next Board Meeting

There will be no meeting in December 2006. The next Board meeting is Thursday, January 25, 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 Shawn seconded by Corry and approved by the Board.