

**Fairlington Green Condominium
Board of Directors Monthly Meeting
October 23, 2008
APPROVED**

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

I. Call to Order: 7:15pm

President Stacey Knobler called the meeting to order noting the presence of a quorum.

II. Community Comments

No residents are present.

It was noted that positions on the Board were agreed upon via email. Mr. Mabry has relocated, Mr. Moorehead will be Treasurer, and Mr. Coleman is now Member At Large. The rest of the positions remain the same.

III. Approval of Minutes of Prior Meeting

Corry Schiermeyer motioned to accept the minutes of the July 24, 2008 meeting as presented. Andrew Coleman seconded. Passed unanimously.

IV. Treasurer's Report

1. Financials are as presented.
2. There is no formal Treasurer's Report as this is Mr. Moorehead's first meeting as Treasurer. Duties of the Treasurer were reviewed.
3. The 2009 budget was approved at the annual meeting.
4. Management reviewed the cast and investments as provided. The Board wants to ensure these monies are FDIC insured.
5. The Virginia Commerce balance is high as a major roof repair expense was anticipated. The Board now knows what costs for roofs and painting are, so investments can be made and still have cash on hand. Mr. Coleman noted the CDs are nicely laddered.

V. Committee Reports

Landscaping/Community Relations – Stacey Knobler has received little news from Peter. The marked tree will be removed. The playground volunteer weekend was rescheduled. Management is working with Juan of Somerset Landscaping to obtain a tree for the pool area.

Newsletter – The newsletter will come out sometime in November, and will include articles on recycling and results of the community survey on satisfaction with Management.

VI. Management Report

A. Administrative

1. Financials were reviewed.
2. The umbrella insurance policy was signed.
3. Goldklang Cavanaugh is waiting for 4 outstanding invoices to be paid before the audit may be finished and submitted for approval.
4. ***Corey Schiermeyer motioned to approve notifying the owners of 3239 S. Utah Street that their application did not necessarily require Board approval, but they must be cautious of doing work to a common wall. Hunter Moorehead seconded. Passed unanimously.***

B. Contracts

1. Painting by NOVA is complete. Half the buildings have been done. The Board will address possibly painting the rest in the spring, depending upon finances.
2. Seal Engineering provided observation reports for roof replacements. Several complaints were received from residents regarding cleanup. Management will ensure remediate damages and provide cleanup as necessary.
3. Management received an early bid from Premier Aquatics, which includes the extended hours. After discussion, the contract should be changed to 11am-9pm weekdays, and 10am-9pm weekends.
4. ***Corey Schiermeyer motioned to approve \$4,600 for Premier Aquatics to install 4 new frame and grates and install 2 Stingl anti-entrapment devices. These should items should bring the pool into compliance with the mandatory Virginia Graeme Baker Pool and Spa Safety Act. Hunter Moorehead seconded. Passed unanimously.***

C. Maintenance and Grounds

1. Triple S Services' extermination report was discussed. ***Corey Schiermeyer motioned to approve application of the sentricon termite colony elimination program to affected buildings as noted in the Triple S report. Half the buildings will be done this year, and the second half next year. Management is directed to obtain a list of priority buildings, report the extent of the termite damages, and provide residents notice when services are scheduled. Hunter Moorehead seconded.***

VII. President's Report

1. Milam Mabry has relocated. His violation ticket book will be given to Mr. Moorehead.
2. Management has not received invoices from Dell Wynn. Ms. Knobler will follow up.
3. Management will provide the Board options for pool furniture via email for a decision in January, noting there will be no December meeting.

VIII. New Business

1. The tennis court will be addressed in the spring.
2. Management will call the county regarding a dog waste station behind the tennis court, and see if the trash can may be reinstalled.
3. Ms. Knobler will ask FCA about the Fairlington Dogs.
4. Discussed mixed recycling at the disposal area closest to the pool.

IX. Old Business

None.

X. Recess

Corey Schiermeyer motioned that the Board go into Executive Session at 8:25pm, for the purpose of discussing delinquencies and collection activities. Hunter Moorehead seconded. Passed unanimously.

Corey Schiermeyer motioned to close Executive Session at 8:33pm, and reconvene the regular Monthly Board Meeting. Andrew Coleman seconded. Passed unanimously.

Corey Schiermeyer motioned to approve sending a 10-day demand letter to account 1103, readdress account 4244 next month, and direct Management to send a payment history for unit 1323 to the Board. Hunter Moorehead seconded. Passed unanimously.

XI. Adjournment

There being no further business to come before the Board, the meeting adjourned at 8:35pm.

Motion Summary Page

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Respectfully submitted,

Janet Smith

October 23, 2008

Janet Smith, Independent Board Recorder

Date

Approved By:

Shawn Whitman, Secretary

Date

Via email vote on Saturday, September 20, the following was motioned and passed unanimously:

Shawn Whitman motioned to nominate Stacey Knobler to serve as President on the Fairlington Green Board of Directors, the position to commence October 1, 2008. Corry Schiermeyer seconded. Passed unanimously.

Stacey Knobler motioned to nominate Corry Schiermeyer to serve as Vice President on the Fairlington Green Board of Directors, the position to commence October 1, 2008. Shawn Whitman seconded. Passed unanimously.

Andrew Coleman motioned to nominate Shawn Whitman to serve as Secretary on the Fairlington Green Board of Directors, the position to commence October 1, 2008. Corry Schiermeyer seconded. Passed unanimously.

Stacey Knobler motioned to nominate Hunter Moorehead to serve as Treasurer on the Fairlington Green Board of Directors, the position to commence October 1, 2008. Andrew Coleman seconded. Passed unanimously.

Corry Schiermeyer motioned to nominate Andrew Coleman to serve as Member at Large on the Fairlington Green Board of Directors, the position to commence October 1, 2008. Stacey Knobler seconded. Passed unanimously.

All acknowledged and accepted their positions.