

**Fairlington Mews Council of Co-owners
Minutes, Board of Directors Meeting, August 27, 2009
Fairlington Community Center**

I. Call to Order/ Attendance/ Quorum

President Tom Corbin called the meeting to order at 7:00 PM. Quorum was established.

In attendance were Manager Jason Eglin and Board members: Chandra Burnside, Tom Corbin, Seth Low, Ron Patterson, and Renee Powlette.

Other attendees were co-owners Alison Reither and Bill Ingalls, 3448 S. Wakefield St; Kay Yancey, 4684 A 36th St. S.; and Kathi McGraw, 4641 36th St. S.

II. Homeowners' Forum

No homeowners with concerns were present.

III. Approval of Minutes/ Ratification of Online Votes

The minutes of the July 23, 2009 Board meeting were unanimously approved.

Online vote from 8/19/09 was ratified for Avon, Inc. proposal for work at 4641 36th St. S. in the amount of \$6275.00.

IV. Old Business

1. Status Reports

- Recent Lighting Problems – Court 6 carriage lamps have been repaired. Kobe Electric has poles on order for replacements at single tennis court, and work is scheduled for completion within the next three weeks; and all pool lights are now working.
 - Katchmark roof repair in Court 2 has been completed.
 - Court 8 Parking – All spaces will be properly marked as “reserved” or “visitor”; residents who did not indicate parking space preferences will do so. All previously marked “guest parking spaces” (marked with “X”) will be changed to “Visitor”.
2. Bids for Sewer Relining – Dwyer Plumbing has been the only company to submit a bid. Management will give Peed Plumbing a few more days to submit a bid. If no proposal is returned, the Board will vote on the Dwyer proposal.
3. Avon Proposal for 4884 A 36th St. S. – Avon, Inc. will secure Arlington County permits before beginning work on the foundation settlement problem. Co-owner Kay Yancey provided management with the dates of out of town travel to coordinate with Avon’s work. Co-owner will be told of any pre-work preparation which she must complete before work begins.
3. Court 1 window well repair – Colonial Paving submitted proposal for re-installing 4 window wells – replacing the iron ones with cement at a

cost of \$4,500. Unanimously approved. Management will ask Colonial Paving to repair the cracking sidewalk panel in Ct. 2 at west corner near Ct. 3.

4. Colonial Paving submitted a two-year proposal for community-wide sidewalk repair. Management suggested delaying action on this proposal pending submission of other bids and to delay any work until spring so that new repairs could “cure” over the summer rather than winter.
5. Architectural Issues – 36th St. (Court 4) – Molding around door has been removed. Co-owner has received two violation notices. A motion to begin due process monetary penalty was unanimously approved.

V. New Business

1. **Painting Proposals** for Courts 12, 13, 14, and 15. A proposal from Middeldorf Property Services @ \$41,275.00 was unanimously approved. An amendment to add painting the exterior pool house trim was approved. Repair and replacement of wood trim will also be done by Middeldorf on a “time and materials” basis.
2. **Property Appraisal** – Mary Jo Curtis, association insurance agent from Designers, Inc. – recommended last spring that the association needed an up to date property appraisal. One proposal for \$4,500.00 from Moroney & Associates of Rockville, MD has been received. Management will seek other bids for comparison.
3. **Drainage Issues** (Rear Court 6, 11, 12, and 15) – Management will contact Restoration Engineering, Inc. and request an evaluation of these areas.
4. **2010 Pool Management Contract** – According to Management, Curl Swim Services has provided quality service over the past three years as pool management company and recommends securing a multi-year contract with this firm. A multi-year contract will save money versus an annual contract renewal. Management will secure an exact price quote.

VI. Reports

1. **President’s Report** – (A) Mr. Corbin reported that the Fairlington Community Center will begin closing at 9:00 PM (as opposed to the current 9:30 PM) on September 8. Board meetings will need to begin at 6:30 PM and the Board may readjust its agenda to provide time for co-owners to participate in the Co-owners’ Forum. (B) Arlington County has amended county towing regulation which now says that a towing company must contact Arlington County Police at the non-emergency number before removing a vehicle. The amended regulation also states that notification of the non-emergency number must appear on court lot signs. (C) Fairlington Citizens Association announced a special “Hot Lanes” meeting with Delegate David Englin scheduled for September 9 at the community center. (D) Association legal counsel recommended the association update the Master Deed as part of the by laws revision process. The Board unanimously approved a motion to allow counsel to proceed with this work. (E) The board would like to meet in a strategy planning session in the near future.

2. **Treasurer's Report** – Mr. Patterson reported that Alison Reither has agreed to chair the Mews Finance Committee, and that the Committee has had a meeting with 5 co-owners attending.

Year to Date Income = \$833,384.00

Year to Date Expenses = \$752,968.00

Year to Date income surplus/ loss = \$80.416.00

3. **Secretary's Report** – Ratification of one online vote (8/19/09).

4. **Management Report** – Items were covered in old and new business. November Board meeting will be moved to November 19 and December Board meeting will be moved to December 17 rather than the usual fourth Thursday.

5. **Committee Reports**

A. **Recreation Committee** – Chandra Burnside, represented the committee reported (1) Due to filtration problems, the annual dog swim will not be held this year. (2) The traditional Labor Day picnic will be held on September 7 from 5 – 7:00 PM. (3) Request for \$100.00 for picnic supplies was unanimously approved. (4) Request for gift guards for the life guards was unanimously rejected. (5) The committee will advertise for a tennis coordinator. The board recommended that the time of the picnic be moved to earlier in the afternoon on Labor Day or to Sunday (September 6) to accommodate back to school and back to work schedules.

B. **Finance Committee** – Chair Alison Reither introduced herself and announced that the committee would meet on September 8.

VII. Executive Session

By unanimous vote, the Board met in Executive Session at 8:40PM to discuss a legal issue and account delinquencies.

VIII. Meeting Resumed in Regular Session

At 9:07 PM the meeting resumed in regular session. A motion to **deny** currently installed door (installed without approved variance) in Court 15 was unanimously approved. Management will instruct co-owner of a 30 day period to replace door; after this time, monetary charges will commence. The meeting adjourned at 9:10 PM.

Respectfully submitted, Renee Powlette, Secretary