

**Fairlington Mews Council of Co-Owners
Minutes, Board of Directors Meeting, February 25, 2010
Fairlington Community Center**

I. Call to Order/Attendance/Quorum

President Tom Corbin called the meeting to order at 6:30 PM. Quorum was established.

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

Other attendees were co-owners Alison Reither, 3448 S. Wakefield St, Shannon Watson, 4632 34th St. S., Lori Olivas, 4666A 36th St. S. and Jayne Mayne of Court 8.

II. Homeowner's Forum

Jayne Mayne brought up a concern about a resident in Court 8 who continues to use visitor parking spaces instead of his/ her assigned space. This issue should be resolved once everyone parks in their correct reserved space later this week. A Management letter was sent to residents who are not in compliance with parking regulations reminding them to park only in reserved spaces.

III. Approval of Minutes

The minutes of the January 28, 2010 board meeting were unanimously approved.

IV. Old Business

A. Status Reports

1. Reserve Study – Three of the finance committee members have not yet received the study to review. Once they have done so, the board will discuss it. Jason Eglin pointed out that we have 6 months to accept it.
2. 2008/2009 Audit – This was approved unanimously via an online vote on 2/10/2010 and the signed copy was returned to Cavanaugh, Goldklang, et al – association auditors.
3. Snow Storm Damage/Insurance Claim – There is extensive damage to trees and shrubs as well as several downed gutters, missing shingles and even damage to a support beam. Several leaks have also been reported. Katchmark Roofing has already begun to repair the gutters initially reported. Our insurance deductible is \$2500 and Jason estimated at least \$100,000 worth of claims for gutters and roofs alone. We think some of the landscape storm damages will also be covered by insurance.
4. Property Appraisal – Our insurance company, Insurance Designers, will do an ‘approximation of building values of the association’ for us at no cost but they also recommended we get an outside company to do a full, independent appraisal. We will be notified when this will occur.
5. Court Parking/Signage – Our attorney needs to look at the towing resolution before we sent it to A-1 Towing for their input. We are awaiting word from A-1 Towing re: installation of signage to reflect new county towing regulations.
6. Court 15 lights – The lights have been rewired and are now working..

V. New Business

- A. Towing Resolution – Once our attorney and A-1 Towing review this, the board will approve it.
- B. Insurance Deductible Resolution – Our attorney needs to review the draft resolution before we can approve it.
- C. Board Priority Items for FY 2011 – items discussed were sewer work, pool furniture, door painting, build out of the pool house, renovation of pool bathrooms, and correcting drainage problems in courts 6 and 11.
- D. REI Drainage Report – Problem in court 6 not as bad as we would have thought. There is a collapsed pipe in Court 11 that needs to be fixed but is not urgent. Tom Corbin will include in the next newsletter the findings of the report to allay resident's fears about water problems.

VI. Reports

A. President

1. Insurance certificate update from Mary Jo Curtis: it has been received and posted on the Mews website; she will also be sending a PDF document of the Master Policy which will then be posted to the Mews website.
2. CMC indicates that the Mews is certified as being in compliance with the new FHA underwriting guidelines which means that co-owners/buyers qualify for FHA loans. Recertification is every 2 years and is handled by CMC. The first of the re-certifications will occur December, 2010 or possibly 2012, but the FHA rules for re-certification procedures have not yet been fully established.
3. We had a couple of issues with Somerset's snow removal. They needed to plow the pool access road and in the future when plowing Court 12, the snow needs to be moved beyond the parking spaces into the grassy area so as not to block multiple parking spaces.
4. We have received no response from DMA Cleaning Services regarding concerns about the condition of lighting and smoke detectors in the lower levels of apartment buildings.

B. Treasurer – Ron Patterson reported Total Cash and Investments of \$1,286,228, Year-to-date Income of \$462,015 Year-to-date Expenses of \$477,874 and Year-to-date Net Income Surplus/(Loss) of \$(15,859). The net gain/(loss) for the month was \$(14,588).

C. Secretary – Online vote from February 10, 2010 to approve the draft audit. Online vote from February 16, 2010 to pay Katchmark \$3737 for storm gutter/ roof repairs from December storm.

D. Management - Jason Eglin reported that we have begun the process for filing an insurance claim for storm damage and there should be some coverage for damaged/destroyed shrubbery. One pool house bathroom renovation proposal has been given to Shannon Watson so the recreation committee can review it. Exact specifications for any bathroom renovation need to be coordinated by Recreation Committee, Management, and Board of Directors.

- E.** Financial – Allison Reither will report at next month’s meeting after the finance committee reviews the Reserve Study.
- F.** Landscape – Lori Olivas was in attendance to review proposals for landscape work. The board unanimously approved \$5400 for Environmental Enhancements to prune the King Street Photinia hedge as well as \$13,800 to Don Hook to prune trees with storm damage. Environmental Enhancements submitted a proposal for \$3920 to do the winter 2010 pruning but due to the extensive storm damage to the trees and shrubs, the board would like them to re-submit a new proposal after Don Hook’s work is complete and Environmental Enhancements’ personnel and Landscape Committee re-evaluate the situation.
- G.** Newsletter – No report.
- H.** Recreation – Shannon Watson gave the recreation updates:
 1. Proposals for pool house bathroom renovations are being developed. It looks like 2010 is too early to consider this work, and we may want to consider renovating the bathrooms at the same time as doing a build out of the pool house if the Board decides to proceed with a full-time maintenance person. Consensus is to consider this work in the FY 2011 budget requests.
 2. Co-owner Tom McGuire will lead the effort to get proposals for tennis court resurfacing and is already working with Jason Eglin of CMC to solicit bids for both courts. This project should be slated for the 2011 budget year, with work being completed by spring, 2011, dependent upon recommendations in the new Reserves Study.
 3. Shannon supplied the board with a Recreation Committee Draft Budget for fiscal year 2011 that included estimated costs for the pool, recreation passes, social events (the Memorial Day Weekend Pool Opening Party, the Labor Day Potluck and the Christmas Caroling party), recreation supplies (kickboards, noodles), a new picnic table and a ping pong table. The total estimated cost for all these items is \$5491.10.

VII. Executive Session

The board adjourned into Executive Session at 7:55 pm to discuss delinquencies with no actions taken, and returned to Regular Session at 8:00 pm.

VIII. Establishment of Next Meeting

The next Mews Board Meeting will be held March 25, 2010.

IX. Adjournment of Meeting

The Mews Board Meeting adjourned at 8:00 pm.