

**Fairlington Mews Council of Co-owners  
Minutes, Board of Directors Meeting, January 22, 2009  
Fairlington Community Center**

**Call to Order/ Attendance/ Quorum**

President Tami Anderson called the meeting to order at 7:00 PM. Quorum was established.

In attendance were Manager Jason Eglin and board members – Tami Anderson, Julia Claypool, Tom Corbin and Ron Patterson. Seth Low was absent.

Other attendees were Sam Anthony (Fairlington Citizens Association), Gretchen Martin (co-owner), and Lori Olivas (Landscape Committee chair).

**Approval of Minutes**

Minutes of the December 18 meeting were amended to include the Goldklang contract costs: "... the renewal of its contract for two years with Goldklang and Associates as association auditors for a price of \$3,800 and \$4,000 for 2009 and 2010 respectively, with an additional cost of \$400 for state and federal tax returns for each year."

Minutes approved as amended. **(Approved 4 – 0)**

**Homeowners' Forum**

1. Sam Anthony addressed the board regarding upcoming Fairlington community issues:
  - Water conservation forum at the February 9 FCA meeting.
  - Interstate 395 "hot lanes" preview and discussion with VDOT personnel on February 11, 2009 at Minnie Howard School.
  
2. Continuation from December 18, 2008 board meeting of Gretchen Martin Variance Request (4680 34<sup>th</sup> St. S.) The request is to modify/ extend kitchen by (1) removing an interior wall; (2) removing and replacing an interior wall, (3) removing old cabinets and installing new, and (4) installing new HVAC system. The board approved the following items of this variance request as submitted:
  - One load bearing wall will be removed with support to be provided by the installation of a new beam.
  - Wall between existing kitchen and dining room is not a "load bearing" wall.
  - Co-owner agrees to maintain for 5 years opening created for installation of French doors to replace existing dining room window. After five years the masonry work will be deeded to the association as a common element. Mr. Eglin will provide the wording of the agreement after consultation with association counsel.**(Approved 4 – 0)**
  
3. Continuation from December 18, 2009 board meeting of Variance Request from 3606 S. Wakefield St. The board accepted the engineer's report for removal of one wall and requested a second engineer report regarding "bumping out the wall" for refrigerator installation. Mr. Eglin will notify Mr. and Mrs. Vandever of this action.  
**(Approved 4 – 0)**

**President's Report**

Ms. Anderson expressed the Board's sincere appreciation of the work of Ann Timmons and David Biette who are retiring as Mews Recreation Committee co-chairs after seven years in this position.

Ms. Anderson said that the Mews is a better place because of their efforts and that we all are lucky to have them as neighbors. Ms. Anderson remarked that their institutional memory of pool operations will be invaluable to future committee chairs.

The board tabled action on consideration of 2009 pool management contracts and pool maintenance proposals, pending management's securing a third bid. Management had secured proposals from Palm Pools and High Sierra Pools. The board requested an additional proposal from Curl Swim Services and also requested that all pool materials be forwarded to David Biette for comment and review. Ms. Anderson requested that the cost of "white coating" the main pool be included in maintenance proposals. Board members will conduct an electronic vote in the first week of February to select a 2009 pool management company

Ms. Anderson requested management to invite Mary Jo Curtis, association insurance agent, to speak to the board at its next meeting.

### **Secretary's Report**

Mr. Corbin reported (1) that the newsletter would be distributed within the next week, (2) that he and Mr. Patterson had attended a "water damage and insurance" seminar sponsored by Rees Broome, association legal counsel, and requested (3) that management secure a status report from JED Mechanical before resumption of further sewer relining work.

Mr. Eglin responded that JED Mechanical had been in touch with him regarding future work.

### **Treasurer's Report**

Ms. Claypool noted that the association's financial situation was on target with projections and spending.

She said that it would be a good idea to begin the budget process earlier this year, hopefully around the end of February.

### **Landscape Committee Report**

Ms. Olivas discussed plans for tree maintenance, shrub rejuvenation pruning, and landscape installation.

With a motion from Mr. Patterson and a second from Ms. Claypool, the board approved the following landscape expenditures:

- Up to \$7,178.00 for tree maintenance (to be performed by Thrive or Don Hook Tree Services or Environmental Enhancements)
- Up to \$1,660.00 to Environmental Enhancements for shrub rejuvenation
- Up to \$1,824.00 to Merrifield Garden Center for shrub installation in Court 2 @4620 A, 4620 B, and 4622A; in court 5 @4670 B and 4672 A.

**Approved 4 – 0**

### **Management Report**

Mr. Eglin reported the following:

1. Materials have been ordered for Ct. 14 roofing project. David Fyffe is overseeing this work to be completed by Katchmark Construction.
2. Additional costs of \$574.00 to Katchmark Construction for replacing "decking" under slate in Court 4 roof project are pending the approval of supervisor Jeff Hugney.
3. Carriage lamp cleaning by DMA will be completed by the end of the month.

4. Chris Beasley of Digital Edge Group (scanning) has not reported the progress of the scanning of association documents which were picked up in early December 2008.
5. Contracted sidewalk repairs have been delayed by the weather and should begin the first of February.

With a motion from Ms. Claypool and a second from Mr. Patterson, the board moved to executive session at 8:50 PM to discuss delinquencies. **(Approved 4 – 0)**

At 9:10 PM the board reconvened in regular session.

With a motion from Mr. Patterson and a second from Ms. Claypool the board voted to write off six “settled” accounts for a total of \$471.00. **(Approved 4 – 0)**

The meeting adjourned at 9: 15 PM after establishing February 26, 2009 as the next meeting date.

Respectfully submitted,

Tom Corbin, Mews Board Secretary