

Fairlington Mews Council of Co-owners
Minutes, Board of Directors Meeting June 5, 2007
4625 B 36th Street South

Call to Order/Attendance/ Quorum

The Board of Directors meeting was called to order at 7:06 PM by president Fern Birtwistle. Quorum was established.

In attendance were board members Tami Anderson, Julia Claypool, Tonya Dodge, and Seth Low. Lori Olivas, Landscape Committee, was present. No representative from Legum and Norman was present.

Tom Corbin recorded the minutes of the meeting.

Homeowners' Forum

There were no homeowners present, but two issues from homeowners were presented by Ms. Birtwistle:

1. Resident at 4627 S. 36th Street had reported holes in his patio area and thought they were indicative of "snakes". Ms. Birtwistle investigated and reported she thought they were voles. This is not an association problem.
2. Resident at 3514 S. Wakefield Street – revisited issue of "stack pipe". Discussion was deferred to later in the meeting.

Ms. Olivas questioned who is responsible for responding to residents' concerns regarding landscape issues; It was determined that Mr. Navar responds to residents, not Ms. Olivas.

Approval of Minutes

Board Action – Minutes of the May 22, 2007 Board of Directors meeting were approved as submitted (5 – 0).

President's Report

Ms. Birtwistle reported that Mr. Navar was to retrieve association materials from storage by June 12 and deliver them to the pool house. Ms. Birtwistle will sort through them and make copies for board members.

Treasurer's Report

Julia Claypool, treasurer, reported that the Reserves Advisors will update their recommendations at a cost of \$3,800.00. This report will include an on-site visit. Ms. Birtwistle will fax a copy of the signed request to Legum & Norman.

Landscape Committee Report

Ms. Olivas submitted a written report which was distributed to all board members.

Items included were the following:

1. Court 13 renovation is nearing completion.
2. Grounds walk arounds with Environmental Enhancements and Thrive (tree specialists) have been completed.
3. Thrive submitted tree care proposal for \$3,540.00.
4. Environmental Enhancements submitted proposal for \$3,770.00, with one additional request.
5. Residents have not been responsive to watering needs of landscape materials.

6. Addresses of all sewer clean out valves have not been received from Mr. Navar. Some clean out valves have been filled with gravel which hinders lawn care. These need to be corrected.
7. Ms. Olivas has spent many hours on grounds work.

There was a question from Ms. Claypool regarding the amount of unspent funds in the landscape accounts and suggested there may be an overage in the account. Ms. Olivas assured that they will not.

Ms. Birtwistle said pruning the Photinia hedge along King Street was a moot point at this time due to lack of funding.

It was recommended that Mr. Navar investigate whether or not any municipal funds were available from Arlington County and City of Alexandria for the maintenance of the hedge.

Ms. Birtwistle stated that Environmental Enhancements did not seem up to their usual standards this year re: lawn care. She questioned "Who is Weedman?" whose name appears on signs posted after lawn work. Ms. Olivas explained that he was a subcontractor hired by Environmental Enhancements to do turf work.

Court 4 representative requested permission to install two wooden, Adirondack chairs in the front common area of Court 4. The board recommended a committee to study the purchase and placement of benches suitable for the Colonial Revival architecture of Fairlington. Ms. Birtwistle commented that she did not think Adirondack chairs were appropriate. Benches, in style with those already in place in other associations, might be considered for placement in common areas at some point if future budgets permit.

Board Action – Approved 5 – 0 landscape proposals (a) \$4,435.00 Thrive; (b) \$780.00 Environmental Enhancements; (c) \$3,770.00 Environmental Enhancements.

Recreation Committee – There was no report.

Newsletter – Tom Corbin reported that he would send requests for copy for the July/August newsletter after the annual meeting.

Association Business

- Policy Resolution No. 2007 – 01 (Electronic Notice and Voting) for on-line voting in board package; Questions: Does community have to see resolution before implemented? Is there a question and comment period before it goes into effect? Ms. Birtwistle will check with association counsel regarding these issues.
- Policy Resolution No. 2007 – 01 (Electronic Notice and Voting)
 1. Meeting Notice: The Council will be entitled to utilize electronic transmission for notice of meetings of the council if they receive authorization from the owner. Such authorization may include, but not be limited to, receipt of an electronic mail or facsimile, from the owner authorizing use of such electronic transmission. The Council shall be entitled to rely upon such authorization unless expressly revoked by the owner.
 2. Electronic Voting: Subject to any specific rules specified by the Board for particular meetings or votes, the Council may accept the vote, ratification or proxy of any owner submitted by electronic transmission (e.g.,

facsimile/ electronic mail), provided that such transmission shall either set forth, be submitted with, or otherwise satisfy the Board, or its delegates, that the electronic transmission was authorized by the owner.

Board Action – motion passed 4 – 1, Mr. Low was the dissenting vote. Mr. Navar was not present to sign the letter “For Council Records” certifying that a copy of the foregoing Policy Resolution was mailed or hand-delivered to the members of the Fairlington Mews Condominium Council of Co-owners.

- Trash – no information has been received from Jeffrey’s Trash re: recycling proposal. Tom Corbin and Ron Patterson will develop data on the recycling issue and a RFP and present to the board in the future.
- Annual Meeting Election of Directors – There are three candidates as of June 5, 2007 for the positions – 1 year term, 2 year term, and 3 year term. Legal Counsel said terms must be staggered and candidates will fill out the remaining years of the term to which they were appointed.
- Association Quick Reference Guide – **Board Action** - approved with changes 5 – 0; motion to make copies of Court Representative Roles and Responsibilities document (approved at previous meeting) and disseminate to the community.
- Discussion of Engleking Contract – **Board Action** - tabled 5 – 0 to a later date
- Dominion Power – status of lawn restoration and completion of Dominion Power work on association grounds has not been received from Mr. Navar.
- Approval of agenda for annual meeting to include by-laws change to increase fee for late payment of condo fee. This change will be discussed in a special session after the annual meeting.
- Mr. Navar to explore meeting sites as alternatives to the 31st Street site.
- Court 13 – sidewalk replacement request; wait for report from Mr. Navar after consultation with Kelly Cummins, mason.
- 3514 S. Wakefield Street – Board will ask counsel whether or not repair to pipe is considered “a part of the original materials” of the structure. If so, insurance should cover the cost of the repair. Ms. Claypool said the pipe was a part of the infrastructure.

Motion made and approved to go into Executive Session to discuss management contract issues. **Board Action** – approved 5 – 0

At approximately 9:20 PM the board reconvened in general session without reporting agreement on the discussion of management contract. Meeting adjourned at 9:21 PM.

Respectfully submitted,
Tom Corbin