

**Fairlington Mews Council of Co-Owners
Minutes, Board of Directors Meeting, May 28, 2010
Fairlington Community Center**

I. Call to Order/Attendance/Quorum

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

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

Other attendees were co-owners Rob Frye, 3438 S. Wakefield St.; Shannon Watson, 4632 34th St. S.; Lori Olivas, 4666A 36th St. S.; Alison Reither, 3448 S. Wakefield St.; Bill Scouton, 3540 S. Wakefield St. and David Biette, 4638 34th St. S.

II. Executive Session

The board adjourned into Executive Session at 6:31 p.m. to discuss the potential renewal of CMC's contract, and returned to Regular Session at 7:25 p.m.

III. Homeowner's Forum

Rob Frye was told the check has been cut to Merrifield Garden Center so work on his front lawn should begin soon. Bill Scouton attended to ask for reimbursement of the cost of plants surrounding his patio that were destroyed due to work done for sewer relining back in October, 2009. The board requested he contact his homeowner's insurance company to see if damage done might be covered by them. Maintenance man Steve Burcham will level and rake the area and add topsoil which had not previously been done as was reported at the April, 2010 meeting.

IV. Approval of Minutes

The minutes of the April 22, 2010 board meeting has two amendments and then were approved 3-1 (Corbin). Renee- do you have who made and seconded the motion to approve them?

V. Matters for Board Decision

1. Carpet Cleaning Proposals – Manager Jason Eglin got bids from three different companies to clean the carpets in the 16 apartment buildings. The least expensive was \$45 per building and the other two were \$75 per building and \$93 per building. Tom Corbin asked that Jason request clarification from the three companies to make sure they were all doing comparable work.
2. Insurance Proposals – Manager Jason Eglin got bids from three different insurance companies to provide new coverage. Our current company, Insurance Designers Inc, had an increase of approximately \$7,000 to increase our coverage, and manager Jason Eglin recommended we stay with them since they provided such excellent coverage during the winter storm damage. A vote to continue using Insurance Designers Inc. was unanimously approved.

3. Budget 2010-2011 – Discussion included that our operating reserves must be 25% of our assessments so we will move \$12,500 from prior year's owners equity to the operating reserves this current fiscal year, and a line item in the 2011 budget was created which will put another \$8,000 into operating reserves.. A vote to approve an assessment increase of 3.79% was unanimously approved. The board also agreed to 'freeze' all remaining landscaping funds for the remainder of the fiscal year.

VI. Matters for Board Discussion

1. Annual Meeting – the Board requested Manager Jason Eglin reserve the large room in the Fairlington Community Center for the annual meeting. He will also need to provide a list of owners to each court representative as well as extra proxies.

VII Reports

A. President

1. The Virginia Condominium law states that there is a minimum of 48 hours notice required before spraying of lawn chemicals. Environmental Enhancements subcontractor, Weed Man needs to notify management prior to spraying so that a Mews Alert can be issued and signs posted in each court.
2. Arlington County as said that they will not spend any money to maintain the Photinia Hedge along King Street.
3. The FINS request to use the Mews pool has not been submitted to the board yet, once it is they will vote on its approval.
4. Verizon will be having a meeting in June to discuss adding FIOS service in Fairlington. Ron Patterson will attend.

B. Treasurer – Ron Patterson reported Total Cash and Investments of **\$1,299,947**, Year-to-date Income of **\$692,065**, Year-to-date Expenses of **\$693,418** and Year-to-date Net Income Surplus/(Loss) of **\$(1,353)**.

C. Secretary – No online votes this month.

D. Management – Jason Eglin reported no update from attorney Pete Philbin about towing resolution. Jason had a walkthrough with Katchmark regarding roof repairs. There were a few things they missed that will be repaired at no charge. A few other repairs are also needed that were not covered under the original scope of work so Katchmark will be providing us with an estimate for those repairs.

E. Finance – Chair Allison Reither asked when the reserve study revisions were due so that they can schedule another finance meeting. She also noted that audit adjustments made to the April 2010 financial statements were made but she does not think they are correct. Manager Jason Eglin will provide Allison with the 2008 audit for comparison.

F. Landscape – Chair Lori Olivas reported that she and Ron Rubin from Thrive inspected the trees in the Mews and Ron will be sending his analysis of what will need to be done.

G. Newsletter – no update.

H. Recreation –

1. Chair Shannon Watson thanked Ron Patterson for sending out a Mews Alert about pool pass applications being due.
2. Pool opening party set for 7 – 10 p.m. Friday night.
3. The head pool guard, Heather Casey, will be teaching water aerobics classes again this year at a cost of \$50 per class twice a week for nine weeks for a total of \$900. The Mews will provide wrist bands for everyone who has signed up for the class.
4. The tennis pro from Episcopal High School has offered to teach a tennis camp for the Mews.
5. A pool inspection was done and the baby gate did not pass but maintenance man Steve Burcham used WD-40 on it and also adjusted the spring on the gate so it will pass.
6. Shannon thanked Ron Patterson for his pool furniture research. Shannon had bids for three different types of chaise lounges as well as tables, umbrellas and chairs to go with them. The first is a sling (mesh) chair at a cost of \$21,400, the second is a cross weave strap at a cost of \$21,000 and the third is a standard strap at a cost of \$16,000. All bids were for 65 lounges, 5 tables, 20 chairs and 5 umbrellas. Manger Jason Eglin said we don't have money in the budget to make this purchase until the next fiscal year which will begin on August 1, 2010.
7. A purchase of a ping pong table to be used outside the gates of the pool was discussed but we have to get approval from Mike Winn to see if the he will agree that the guards can be responsible for bringing the table in and out every day as well as being in charge of the signing in and out of the paddles and balls.

VII. Executive Session

A second execution session was not held.

VIII. Establishment of Next Meeting

The next Mews Board Meeting will be held June 24, 2010.

IX. Adjournment of Meeting

The Mews Board Meeting adjourned at 9:00 p.m.