

Fairlington Mews Council of Co-owners
Minutes, Board of Directors Meeting, November 27, 2007
4630 S. 31st Street

Call to Order/ Attendance/ Quorum

The Board of Directors meeting was called to order at 7:00 PM by president Fern Birtwistle. Quorum was established.

In attendance were board members Tami Anderson, Julia Claypool, Tonya Dodge and Seth Low in addition to Ms. Birtwistle. Lori Olivas, Landscape Committee, was present as was manager Steve Navar.

Homeowners present were

Steve Anthony	4627 S. 36 th Street
Penny Glass and Gordon Avery	4657 S. 36 th Street

Tom Corbin recorded the minutes.

Homeowners' Forum

Mr. Anthony expressed concerns about continuing drainage issues at his apartment building (4627 S. 36th Street). Several residents in this building, including co-owner Mike Morris, have had problems and are concerned that there is a common problem affecting the four units. Dwyer Plumbing has recently snaked drains; resident Maureen Tankersley will forward Dwyer's report to the board. Is there a bigger issue here that needs community-wide addressing?

Gordon Avery and Penny Glass were concerned about the schedule for the roofing project which affects their apartment building. They showed the board a slate which had fallen in the immediate area of their units.

Lori Olivas stated that there was an open clean out valve (with no cap) in Court 8.

President's Report

Ms. Birtwistle presented several residents' concerns addressed to her since the last meeting.

1. Resident Kimberly Baumgartner addressed water damage issues to the board. There is a question about association responsibility. Apparently the association's insurance contact (Mary Jo Curtis) is unaware of the association's "Water Penetration Resolution". Ms. Birtwistle will contact Ms. Curtis and ask her to contact the resident's insurance agent for coverage.
2. Ms. Birtwistle explained an incident whereby a resident contacted the board re: rodent in residence wall. Legum and Norman sent a representative from Triple S (pest control contractor) to investigate who presented a \$500.00 estimate. The issue is the resident's, not the association's, problem. Mr. Low wanted to know if there were an "action item" here; the response was no.
3. Residents have expressed concerns about roaming cats and barking dogs (Ct. 12). The board will address these issues in the next newsletter with a reminder to residents of implementation of penalties for non-compliance with association rules regarding pets.

4. Arlington County cited the association for being in violation of 1994 county recycling ordinance and gave the board until December 21, 2007 to address the issue.
5. Parking space M146 has still not been corrected by Brothers Paving even though the contractor has been fully paid for the paving project. Mr. Navar will see that the correction is made this week.
6. David Fyffe and Steve Hiner will meet with Ms. Birtwistle in Court 15 parking lot on November 29, 2007 at 10:00 AM to finalize the roofing project.
7. New CMC condo fee coupons have been printed by CMC without the board's having instituted a "handling fee" to cover processing charges. CMC charges \$25.00 to process a payment due notice. The board must pass a handling fee at the December meeting.
8. The drainage issue presented by resident Diane Ruddy at the October meeting has not been addressed by management.
9. The estimate for the fence repairs (King Street and intersection of 34th and 36th Streets) has not been completed by management.
10. Ms. Birtwistle will attach proper poison identification/ contact information stickers to the rodent boxes in the dog exercise area at 34th/ 36th dog exercise area.
11. Ms. Birtwistle suggested that the board consider replacing the existing trash cans in the common areas in the future.

Treasurer's Report

Ms. Claypool presented the following issues and concerns:

1. The association is not spending the allocated maintenance funds.
2. The pool budget line item is over budget due to repairs to address the violations indicated by Arlington County.
3. Have low energy bulbs been placed in all common-element fixtures?
4. What is being done about the excessive delinquency of condo fees of some co-owners? Ms. Claypool will propose penalties for co-owners with delinquent condo fees after examination of condo documents to determine what privileges come with the fees and what can be taken away.
5. The board approved 5 – 0 a request for an interim audit from Goldklang. (Ms. Birtwistle had previously signed a continuing contract for two years with Goldklang associates.) Ms. Birtwistle will email request to Goldklang for interim audit.
6. Leslie Engleking did not present September bills for October meeting. The association needs all Engleking bills by mid-December. Ms. Birtwistle indicated that Mr. Engleking needs to bill the association promptly for completed work.

Landscape Committee

Ms. Olivas reviewed the committee's work in the past month: (a) November 13 committee meeting attended by 8 residents; (b) Environmental Enhancements completed fall planting; (c) committee spent \$199.20 for materials from Merrifield Garden Center; (d) proposal for tree in Ct. 11 approved by email board vote, awaiting estimates; (e) walk around to access tree health conducted by arborist Ron Rubin of Thrive.

Board Action – Approved 5 – 0 request of \$5,762.00 to Thrive (tree specialists) for tree pruning and maintenance.

Ms. Olivas recommended a community-wide walk around with management and board members to assess grounds conditions and needs.

Newsletter

Mr. Corbin indicated that the February/ March newsletter would have a mid-January submission date.

Management Report

Ms. Dodge reviewed the progress of the apartment building painting project:

- One contractor did not include all elements to be painted in its estimate.
- Need to select a “stock” color for doors/ trim to make touch up easier.
- Recommends repainting doors/ trim with the existing color.
- Let CMC handle painting contract and instruct contractor to paint with existing trim color.
- Carpets were shampooed.

Resident Steven Anthony indicated the current interior design and colors of the apartment buildings are an improvement over the previous decoration and condition of the interiors.

Ms. Birtwistle indicated the need for proper resale walk through by management and the need for supervision/ compliance of proper work permits for any residents’ remodeling projects.

No decision was made by the board regarding the date of a December meeting. Ms. Claypool indicated the need for a “regular” December board meeting with CMC management. Ms. Birtwistle will obtain possible dates for such a meeting and email them to board members.

The meeting was adjourned at 8:30 PM.

Respectfully submitted,
Tom Corbin