

**Fairlington Mews Council of Co-owners  
Minutes, Board of Directors Meeting, September 24, 2009  
Fairlington Community Center**

**I. Call to Order/ Attendance/ Quorum**

President Tom Corbin called the meeting to order at 6:33 PM. Quorum was established.

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

**Other attendees** were co-owners Alison Reither, 3448 S. Wakefield St; Suzanne Davis, 4686B 36<sup>th</sup> St. S., Judith Guerny, 4654 34<sup>th</sup> St. S., Lori Olivas, 4666A 36<sup>th</sup> St. S. and Shannon Watson 4632 34<sup>th</sup> St.

**II. Homeowners' Forum**

Suzanne Davis attended the meeting to express her concerns about her sinking floor. She had moved into her unit in June, 2008 and it was inspected before she purchased it and the inspector said there were no signs of structural problems at that time. Ms. Davis feels the floor is getting worse so our first step is to have Jason Eglin do a visual inspection next week before we incur any costs by getting a contractor involved.

**III. Approval of Minutes/ Ratification of Online Votes**

The minutes of the August 27, 2009 Board meeting were unanimously approved.

Online vote from 9/17/09 was ratified for Kay Yancey to have a PODS unit placed in a visitor's spot in Court 6 to store her furniture while work is being completed to restore her floor.

**IV. Old Business**

A. Status Reports

1. Kolb Electric has installed poles at the single tennis court and all lighting issues have now been resolved.
2. Roof Replacement project – Jeff Hugney of REI recommends we replace the roofs in the Mews where half of the roof has already been replaced and the other half needs to be done at 4615 – 4625 36<sup>th</sup> St. (front only) and 3500 – 3520 S. Wakefield (back only) Katchmark has agreed to void the contract approved at last month's board meeting if we want to do other roofs first. A motion to approve up to \$14,985 for REI to supervise roof repairs was unanimously approved. A motion to approve \$139,000 for Katchmark to replace the roofs and dormers in the front of court 14 and the back of court 12 was unanimously approved.

3. Digital Edge – Jason Eglin has not heard back from them but will follow up. Documents that were previously scanned should be searchable.
  4. Colonial Paving Update – They have agreed to fix broken panel in Court 2 and are to submit sketches for the window well work in Ct. 1.
- B. Sewer Relining Proposal – Peed Plumbing submitted a proposal which was a few thousand dollars less than Dwyer Plumbing’s proposal but the board has authorized Jason to negotiate with Dwyer to see if they will meet Peed’s price and the board unanimously approved the use of Dwyer pending cost negotiations.
- C. Bylaws/Master Deed Update – Review is due this week and once it’s complete we will schedule a town hall type meeting so the Mews community can review it. Attorneys will be present to answer questions.

V. **New Business**

- A. **Curl Swim Services Proposal** – Junction boxes need to be replaced which will involve deck work that may affect caulking work so vote for caulking work will be taken after second proposal for junction boxes is received.
- B. **Drainage Issues** – Jeff Hugney, the supervising engineer from REI submitted a proposal for \$6865 to investigate drainage issues in courts 6, 11 and 15. The board unanimously approved this work be done by REI.
- C. **Property Appraisal Proposal** – A second company has agreed to submit a proposal to do a new property appraisal but they asked for blueprints of all buildings which we do not know if we have so we will have to look through box of documents first Their estimate was between \$3000 and \$5000 and the other proposal we received last month was for \$4500. Don Taylor advised the last time an appraisal was done was the early 1990s.
- D. **Towing Policy** – Jason Eglin will contact Old Town Signs to get an estimate of what it would cost to add the Arlington County non-emergency police number to our current court signs which list towing information.
- E. **‘No Parking’ areas in courts** – Discussion of whether we should stripe areas of courts where no parking is allowed.
- F. **Comcast** – They would like us to sign an agreement to allow them to have rights to advertise in the Mews via fliers and in resale documents in exchange a monetary payment from Comcast. The second part of the agreement deals with burying cables and restoration of turf. Jason Eglin will get all the information needed for us to make a decision about whether or not to sign this agreement.
- G. **Snow Removal** – A proposal from Somerset is due tomorrow. Capitol Services provided us with a proposal but only for plowing the courts, not the sidewalks. If we decide to use them, proposal will be amended to only use sand on the lots.

## VI. Reports

- A. **President's Report** – Mr. Corbin suggested we hold off on having a strategy planning session until after the town hall meeting to discuss the new bylaws.
- B. **Treasurer's Report** – Mr. Patterson reported on the variances in expenses as follows: The utilities was under budget by \$43, 339, total contracts were under budget by \$4, 397 and total maintenance and services were over budget by \$29, 301.  
**Year to Date Income = \$43,650.00**
- C. **Secretary's Report** – Ratification of one online vote (9/1709).
- D. **Management Report** – Some items were covered in old and new business. Mr. Eglin advised us that \$110,000 still remains in a Wachovia account and this account should be closed and the money moved to our Morgan Stanley account.
- E. **Committee Reports**
  - A. **Recreation Committee** – Shannon Watson reported the summer season was a success and that the community liked the permanent pool passes. These passes will be returned to the owners to save until next summer. Water aerobics was a success with 14 people attending and the plan for next year will be that all participants wear a colored bracelet to indicate that they have paid. The committee will look at the pool hour usage for 2009 to see if the hours should be changed for 2010. The wish list for improvements to the pool include the purchase of new furniture (tables, chairs, umbrellas, umbrella covers, lounge chairs), bathroom renovations and adding a shade structure. The committee is also requesting \$1500 for the purchase of new noodles, kickboards, a ping pong table and a basketball hoop. Future activities include a movie night for October and a tree trimming/caroling party for the end of November. Also, a tennis chairperson is still needed and this should be added to the next newsletter. The committee recommends that the pool fence be painted black. The Labor Day picnic was poorly attended due to the Monday date so next year the picnic will go back to the Sunday of Labor Day weekend between the hours of 5 and 7 p.m. The recreation committee is due to meet again on October 13 a 7:30 p.m. at Shannon Watson's house.

- B. **Finance Committee** – Chair Alison Reither held a meeting on September 8. Jane Mayne briefed Ron Patterson and Alison about funds. There will be no meeting in October but one will be held before November’s board meeting. Jane will have the July 2009 financials by November. Do recent pool expenses need to be added to the reserve items? This included the 2<sup>nd</sup> lane, anchors and white coating. A draft audit will not be available until January or February, 2010.
- C. **Landscape Committee** – Lori Olivas reported that she had spoken with the new maintenance crew foreman and that we wanted better weed control and more hand pruning. The committee is considering using Environmental Enhancements’ new designer, Kyle Thurman. Don Hook is due to give a proposal for tree work next week and Thrive’s proposal is due on Monday and then Lori will submit both of these to the board.

**VII. Executive Session**

By unanimous vote, the Board met in Executive Session at 8:45PM to discuss a legal issue and account delinquencies.

**VIII. Meeting Resumed in Regular Session**

At 8:55 PM the meeting resumed in regular session and was adjourned.

**Respectfully submitted, Renee Powlette, Secretary**