

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION**  
**MINUTES OF THE**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**COMMUNITY CENTER**  
**April 1, 2020**

**Directors Present:**

Terry Placek	President and At-Large Director
Melanie Alvord	Vice President and Ward VI Director
Anne Wasowski	Secretary and At-Large Director (Via Teleconference)
Harry Reem	Treasurer and Ward III Director (Via Teleconference)
Andi Dies	Ward IV Director (Via Teleconference)
Edward Stollof	Ward II Director (Via Teleconference)
Larry Straub	At-Large Director (Via Teleconference)

**Also Present:**

Gregory B. Roby	General Manager
Miguel Galvez	Facilities Manager (via Teleconference)
Mark Johnson	Operations Manager (via Teleconference)
Erin Moran	Office Manager (via Teleconference)
Dave Bush	Recording Secretary

President Placek announced that due to the continuing nation-wide emergency caused by the Covid-19 (Corona) Virus, and the need to maintain social (safe) distancing between people, the meeting was being held entirely by teleconference.

**I. Residents' Comments**

There were residents joining the teleconference, but none wished to speak.

**II. Call to Order**

At 7:04 p.m. President Placek called the regular agenda to order.

**III. Establishment of Quorum**

President Placek noted there was a quorum with seven members present either in person or by teleconference connection. She noted that Directors Auston and Brown had not joined the teleconference.

**IV. Approval of Minutes**

March 4, 2020 Regular Meeting

*Mr. Reem moved the minutes of the March 4, 2020 regular meeting of the Board of Directors be approved, as revised. Seconded by Mr. Stolof and passed (7-0-0).*

March 18, 2020 Special Meeting

*Mr. Reem moved the minutes of the March 18, 2020 special meeting of the Board of Directors be approved, as revised. Seconded by Ms. Wasowski and passed (7-0-0).*

**V. Old Business**

There was no Old Business on the Agenda and none was presented.

**VI. New Business**

**A. Certification of Election**

Ms. Placek reported that at the Forty-Second Annual Meeting of the Fairlington Villages Unit Owners Association held on Wednesday, March 25, 2020, at the Fairlington Community Center, three Members of the Board of Directors were elected.

Election results were: Ward III Director – Harry Reem was elected to a three year term with 66 votes (no write-in votes); Ward V Director – Philip Brown was elected to a three year term with 59 votes (1 write-in vote for Joseph Torres); and, At-Large Director – Anne Wasowski was elected to a three year term with 182 votes, with Joseph Torres receiving 155 votes and Lauren Bailey receiving 101 votes (1 write-in vote - “in accordance with the majority of the Board of Directors”).

*Without objection, the Certification of Election as presented was accepted and the newly elected Members of the Board took their seats.*

**B. Election of Officers**

President Placek stated this portion of the agenda was set aside for election of Officers for the 2020/2021 term of the Board of Directors. She then called for nominations for the office of President.

Office of President

*Ms. Alvord nominated Terry Placek for the Office of President. The nomination was seconded by Mr. Reem.*

*There were no further nominations for the Office of President. Without objection nominations were closed and Terry Placek was unanimously elected President (7-0-0).*

Office of Vice President

President Placek called for nominations for the Office of Vice President.

*Mr. Reem nominated Melanie Alvord for the Office of Vice President. The nomination was seconded by Mr. Straub.*

*There were no further nominations for the Office of Vice President. Without objection nominations were closed and Melanie Alvord was unanimously elected Vice President (7-0-0).*

Office of Secretary

President Placek called for nominations for the Office of Secretary.

*Mr. Reem nominated Anne Wasowski for the Office of Secretary. The nomination was seconded by Ms. Alvord.*

*There were no further nominations for the Office of Secretary. Without objection nominations were closed and Anne Wasowski was unanimously elected Secretary (7-0-0).*

Office of Treasurer

President Placek called for nominations for the Office of Treasurer.

*Ms. Wasowski nominated Harry Reem for the Office of Treasurer. The nomination was seconded by Mr. Straub.*

*There were no further nominations for the Office of Treasurer. Without objection nominations were closed and Harry Reem was unanimously elected Treasurer (7-0-0).*

**C. Variance Request – 4903 S. 30<sup>th</sup> Street, A-1 – Remove Two Non-Load Bearing Walls and Create a New Penetration for a Kitchen Vent**

*Ms. Dies moved the Board approve the February 8, 2020 variance request from the homeowner at 4903 S. 30<sup>th</sup> Street, A-1, to remove two non load-bearing walls in their unit and create a new penetration for a Kitchen vent, in accordance with the specifications outlined in the attached variance request. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes. Seconded by Ms. Alvord and passed (7-0-0).*

Ms. Dies reported the Architectural Control Committee recommended the Board approve the variance request.

**D. Variance Request – 3016 S. Buchanan Street – Remove a Load Bearing Wall Between the Kitchen and the Dining Room**

*Ms. Dies moved the Board approve the February 1, 2020 variance request from the homeowner at 3016 S. Buchanan Street, to remove a load bearing wall between the Kitchen and the Dining Room in the unit, in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (7-0-0).*

Ms. Dies reported the Architectural Control Committee recommended the Board approve the variance request.

**E. Exterior Painting and Rotten Wood Replacement – Ward III**

*Mr. Reem moved the Board of Directors authorize Management to contract with Middledorf Property Services, Inc., for the replacement of rotten wood in Ward III, at a cost not to exceed \$45,000.00 and to contract with Middledorf Property Services, Inc., for exterior painting in Ward III at a cost of \$74,730.00. Seconded by Ms. Wasowski and passed (7-0-0).*

To be charged to Reserve Account 3700 (Building Exteriors & Structural) - \$45,000.00 for rotten wood

To be charged to Operating Account 6680 (Exterior Painting) - \$74,730.00

**F. Porch and Lead Walk Railings – Ward IV**

*Ms. Dies moved the Board authorize Management to contract with Koppers Fabricators, Inc., for the installation of porch and lead walk railings in Ward IV, per the attached proposal, at a cost not to exceed \$47,040.00. Seconded by Mr. Stolof and passed (7-0-0).*

To be charged to Reserve Account 3700 – Exterior Building

In response to a question from Director Struab, Mr. Glavez reported that the list before the Board for approval was the most up-to-date and did not contain porches for which risers had been removed when parking lots were renovated.

**G. Concrete Patio Replacements**

*Mr. Reem moved that the Board of Directors authorize Management to contract with Edge Concrete Company, Inc., for the replacement of the original concrete patios at 4707 S. 31<sup>st</sup> Street, 3018 S. Columbus Street and 2850 S. Abingdon Street, per the attached memo, at a cost not to exceed \$6,480.00. Seconded by Ms. Wasowski and passed (7-0-0).*

To be charged to Reserve Account 3700 - Building Exteriors & Structural

In response to a question, Mr. Johnson reported that there were no legacy trees involved in the replacement of the patios

**H. Spring Plant Replacements**

*Mr. Reem moved the Board approve the following proposal from Lancaster Landscapes for Spring Plant Replacements at a cost of \$18,235.00. Seconded by Ms. Alvord and passed (7-0-0).*

To be charged to Operating Account 6145 – Grounds Improvements

**I. Spring Mulch and Fertilizer**

*Mr. Reem moved the Board approve the following proposal from Lancaster Landscapes for Spring Mulch and Fertilizer at a cost of \$40,678.66. Seconded by Mr. Stolof and passed (7-0-0).*

To be charged to Operating Account 6140 – Grounds Non-Contract

**VII. Reports**

President: President Placek thanked the members for electing her as President. She then reported that employees have received letters denoting that their work is essential during the current stay-at-home mandate in the Commonwealth of Virginia, and that their services are necessary to the operations of their employer.

She continued by relating that a Director of the Fairlington Citizens Association had once again asked if Fairlington Villages wished to have Rocklands Barbeque send a truck to sell residents lunch/dinner. She noted the Board previously declined this offer and asked if any minds had changed on this issue. No Member of the Board responded in the affirmative and Rocklands will not be invited to provide food service at Fairlington Villages.

President Placek concluded by reporting that the Fairlington Citizens Association had asked how it might be of service to Fairlington Villages during the current Covid-19 Virus emergency and she asked Board Members to submit their thoughts to her as soon as possible.

**Tennis Committee:** President Placek reported that the new chair of the Tennis Committee has developed a process through which owners and residents can reserve courts and is asking if the

Board would allow it to be instituted. She stated that the new chair felt there was a need for a reservation process because he found a number of non-owners and visitors are using the courts at the expense of residential users. Ms. Alvord added that the new chair developed a video showing the step-by-step process and she stated she felt it was simple and would assure Fairlington Villages residents and owners are assured of having a court when desired. After discussion, the Board agreed to a two-month trial period (April/May) for the reservation process.

**Committee Liaisons:** President Placek stated she will be requesting each Board Member select a primary and secondary choice for acting as liaison to a committee. She requested each return their choices as soon as possible.

Vice President: Vice President Alvord had no report.

**Articles for the May 2020 Issue of the *Fairlington News*:** The Board reviewed items to be included in the May 2020 Issue of the *Fairlington News*.

Secretary: Ms. Wasowski had no report.

Treasurer: Mr. Reem reported the Financial Statement for February was not yet available and he had no report. Mr. Roby stated that, as soon as all adjustments required by the Report of the Auditor approved in February have been incorporated, the final February Financial Report will be available.

#### Committee Reports

**Amenities Working Group:** Ms. Wasowski reported the Group is continuing to forge ahead with developing a survey to be sent to residents and owners and will be meeting through teleconference to finalize this work.

Management's Financial Report: There was no report, other than that in writing, and there were no questions from the Board.

Management's Administrative Report: There was no report, other than that in writing, and there were no questions from the Board.

**FIOS:** Director Straub asked whether the abandoned transmission boxes attached to buildings would be removed. Mr. Roby reported that he approached Verizon about removing these and Verizon representatives told him that another entity may be purchasing and using these so they would stay in place for at least the time being. He will speak with Verizon about this again.

Maintenance Reports: There were no reports, other than those in writing, and there were no questions from the Board.

Operations Report: There were no reports, other than those in writing, and there were no questions from the Board.

**VIII. Establishment of Next Board Meeting**

The next regular meeting of the Board will be held Wednesday, May 6, 2020.

**IX. Adjournment of Meeting**

*Ms. Alvord moved that the Board adjourn the meeting of April 1, 2020. Seconded by Mr. Straub and passed (7-0-0).*

President Placek adjourned the meeting at 7:42 p.m.



---

Secretary

Fairlington Villages, a Condominium Association

