

**APPROVED**

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
COMMUNITY CENTER  
June 5, 2019**

**Directors Present:**

Melanie Alvord	Vice President and Ward VI Director
Andi Dies	Ward IV Director
Jessica Auston	Ward I Director
Philip Brown	Ward V Director
Larry Straub	At-Large Director
Edward Stolof	Ward II Director

**Also Present:**

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

**I. Residents' Comments**

Scudder Wegg, residing at 4608 S. 30<sup>th</sup> Street, commented on the hours allotted for trash disposal. He recommended the hours be adjusted to allow more time.

Megan Eik, residing at 2930 S. Buchanan Street, reported that her vehicle was recently towed. She was unaware that she needed to renew her permit each year. Ms. Alvord explained that the Association does publicize the requirement annually.

Karen Weaver, residing at 3048 S. Abingdon Street, C-2, to thank the Board and management for providing the new walkway in Ward I. She also questioned the use of funds to refurbish tennis courts when it appears they are under used. Ms. Alvord explained the Board is continuing to look at ways to expand amenities at Fairlington Villages.

Grace Matuszeski, residing at 3022 S. Buchanan Street, emphatically stressed her objection to the towing policy. Mr. Roby suggested that Ms. Matuszeski formally submit any request she might wish to make formally so that it can be included as an Agenda item at a future Board meeting.

## **II. Presentation – Holden Insurance**

Scott Holden and Paul Duncan, the Association’s Insurance Agents spoke to the renewal of the Master Insurance Policy, which renews July 15, 2019.

Mr. Holden distributed an Executive Premium Summary, which provided information on premiums associated with the Master Insurance Policy and ancillary policies including Business Auto, Primary and Excess Crime, Non-Profit Director and Officer Liability and Commercial Umbrella. Premiums for all this coverage, which also include insurance for acts of terrorism and earthquake damage, total \$448,718, which is a \$29,519 increase from the 2018-2019 coverage.

## **III. Call to Order**

At 7:50 p.m. Vice President Alvord called the regular agenda to order.

## **IV. Establishment of Quorum**

Vice President Alvord noted there was a quorum with six members present. She announced that President and At-Large Director Terry Placek, Treasurer and Ward III Director Harry Reem and Secretary and At-Large Director Anne Wasowski would be unable to attend the meeting.

## **V. Approval of Minutes – Special Meeting – April 17<sup>th</sup> and Regular Meeting – May 1, 2019**

*Mr. Straub moved the minutes of the May 1, 2019 regular meeting of the Board of Directors be approved. Seconded by Mr. Stolof and passed (6-0-0).*

*Ms. Auston moved the minutes of the April 17, 2019 special meeting of the Board of Directors be approved. Seconded by Ms. Dies and passed (6-0-0).*

## **VI. Old Business**

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

## **VII. New Business**

### **New Business**

#### **A. Ratification of Unanimous Written Consent in Lieu of a Meeting – Thursday, May 23, 2019**

*Ms. Dies moved the Board of Directors hereby ratifies said action for purposes of the record and to ensure an audit trail for the expenditure. Seconded by Ms. Auston and withdrawn, by Unanimous Consent, to allow approval of an enabling motion.*

*Mr. Brown moved the Board of Directors approve a variance request as submitted by Mary Goetz on May 14, 2018, to relocate an HVAC unit serving 3050 S. Abingdon Street, C-2. Seconded by Mr. Stolof and passed (6-0-0). (Copy of Variance appended to these minutes.)*

Mr. Brown stated that although he is not opposed to approval, he had not actually submitted his affirmative vote for the Unanimous Written Consent. Mr. Roby stated that since Mr. Brown had been inaccurately counted in the Unanimous Written Consent in Lieu of a Meeting, then action did not pass and could therefore not be ratified. Instead, Variance Request that was the subject of the failed Unanimous Written Consent was placed directly before the Board for approval.

**B. Towing Reimbursement – 2854 S. Buchanan Street, B-2**

*Mr. Brown moved the Board approve the request from the resident of 2854 S. Buchanan Street, B-2, for the reimbursement of \$185.00 for expenses as described in the attached request. Seconded by Mr. Straub and passed (6-0-0).*

**C. Access Walkway for Trash Container Locations 75 and 76**

At the request of Management, and by Unanimous Consent of the Board of Directors, this motion was withdrawn from consideration.

**D. Retaining Wall on South Abingdon Street**

*Mr. Stolof moved that the Board approve the proposal from American Restoration for a retaining wall along S. Abingdon Street in the amount of: \$7,350.00. Seconded by Ms. Dies and passed (6-0-0).*

To be charged to Account 3700 - Reserves – Retaining Walls

[Vice President Alvord recessed the meeting at 8:12 p.m. and called the meeting back to order at 8:33 p.m.]

**VIII. Reports**

President: President Placek was not in attendance and there was no report.

Vice President: Vice President Alvord announced the creation of:

- A Fairlington Villages Ad Hoc Emergency Preparedness Plan Working Group which will be chaired by Ward V Director Philip Brown. The formation of the Working Group will be announced in the July *Fairlington News* with an invitation to interested residents to offer input and join.

- A Fairlington Villages Noise Working Group which will be chaired by At-Large Director Larry Straub. The formation of the Working Group will be announced in the July *Fairlington News* with an invitation to interested residents to volunteer for membership.

**Strategic Plan Task Force:** Mr. Stolof reported that the Task Force has completed preparation of the final draft plan and is submitting it to the Members of the Board for review. He asked that Members return comments not later than June 24<sup>th</sup>. The Task Force will then incorporate Board Member comments into a final draft, which will then be posted on the website for a two-week public comment and review period. After receipt of comments from the public, the General Manager will prepare and format a final plan for submission for approval by the Board at the September 4<sup>th</sup> meeting. He then reviewed the elements of the plan and thanked the Members of the Board for their cooperation and help in this work.

### **Communications/Technology Committee**

**Articles for the July 2019 Issue of the *Fairlington News*:** The Board reviewed items to be included in the July 2019 Issue of the *Fairlington News*.

Secretary: Ms. Wasowski was not present and there was no report.

Treasurer: In Mr. Reem's absence, General Manager Roby reported that for the month of April, the seventh month of Fiscal Year 2019, the Association ended the month under budget \$52,146 and is under budget year-to-date by \$125,832.

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

### Management's Administrative Report

Mr. Roby briefly updated the Board on several items including Abingdon Elementary School's Arrival and Dismissal Study, Comcast and Verizon Fios, staffing, and the maintenance Yard.

Ms. Alvord announced that there will be a Special Board Meeting in the Community Center on June 17 to receive a proposal from the owners of the "Long and Foster" building to expand it to allow for facilities for a school.

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.

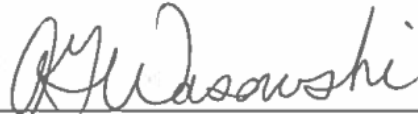
### **IX. Establishment of Next Board Meeting**

The next regular meeting of the Board will be held Wednesday, July 3, 2019.

**X. Adjournment of Meeting**

*Ms. Dies moved that the Board adjourn the meeting of June 5, 2019. Seconded by Mr. Stoloff and passed (6-0-0).*

Vice President Alvord adjourned the meeting at 9:06 p.m.



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Secretary  
Fairlington Villages, a Condominium Association