

DRAFT

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
March 3, 2021**

Directors Present:

Terry Placek	President and At-Large Director (Via Teleconference)
Melanie Alvord	Vice President and Ward VI Director (Via Teleconference)
Anne Wasowski	Secretary and At-Large Director (Via Teleconference)
Harry Reem	Treasurer and Ward III Director (Via Teleconference)
Jessica Auston	Ward I Director (Via Teleconference)
Philip Brown	Ward V 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 (Via Teleconference)
Miguel Galvez	Facilities Manager (Via Teleconference)
Mark Johnson	Operations Manager (Via Teleconference)
Erin Moran	Office Manager (Via Teleconference)
Marcus Reed	Administrative Assistant (Via Teleconference)
Kim Marinus	Johnson, Bremer & Ignacio, Auditor (Via Teleconference)
Dave Bush	Recording Secretary (Via Teleconference)

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

No residents came forward to ask questions or make comments.

II. Call to Order

At 7:03 p.m. President Placek called the regular agenda to order.

III. Establishment of Quorum

President Placek noted there was a quorum with all members present by teleconference connection.

IV. Approval of Minutes

January 6, 2021 Regular Meeting

Mr. Reem moved the minutes of the February 3, 2021 regular meeting of the Board of Directors be approved. Seconded by Ms. Wasowski and passed (9-0-0).

Old Business

A. Rules Violation Enforcement – 3004 S. Columbus Street, A-2 – Window Well Cover

*Ms. Dies moved that following the review and evaluation of all evidence, argument and/or comments presented to the Board of Directors of the Unit Owners Association of Fairlington Villages, the Board finds that there is a violation of the Association's Bylaws, and hereby assesses Andrea Molfeto owner of 3004 S. Columbus Street, A-2, \$50.00 for the Bylaws violation noted in the December 17, 2020 letter and authorizes a \$10.00 per day fine for any continuing violations of a similar nature. Seconded by Ms. Alvord and **TABLED until the April 7, 2021 Regular Meeting of the Board to allow for the gathering of information.***

Prior to a vote on the motion a motion to table was approved, as follows:

Mr. Brown moved that the Board agree to table the motion concerning a Rules Violation Enforcement for unit 3004 S. Columbus Street, A-2, until the April 7th regular meeting to allow for the gathering of more information concerning this matter. Seconded by Ms. Wasowski and passed (9-0-0).

Mr. Galvez, in response to a question posed by President Placek about when a consulting Engineer will be evaluating the nature of leaks into the unit in question, stated the consultant will be visiting next week and would provide a report for the next meeting of the Board.

New Business

A. Towing Reimbursement – 2814 S. Columbus Street

Ms. Alvord moved the Board approve refunding \$80.00 for towing charges incurred on February 17, 2021 when the resident's car was towed from Lot 23 (2800-2854 S. Columbus Street) with the Association contributing \$80.00 of the total \$160.00 towing fee. Seconded by Mr. Stolof and passed (5-4-0) with Vice President Alvord, Secretary Wasowski and Directors Brown, Stolof and Straub voting in favor; and, President Placek, Treasurer Reem and Directors Auston and Dies voting opposed.

Prior to the passage of an original motion to refund to the resident a total of \$160.00 of the towing company bill for towing the vehicle, Mr. Brown asked if the mover and seconder would accept a friendly amendment to divide the fee, with the Association contributing \$80.00 and the resident paying \$80.00 to the Association as part reimbursement of the bill for towing. Both Ms. Alvord and Mr. Stolof accepted the friendly amendment, making the main motion as it appears.

Alex Manrique, the homeowner residing at 2814 S. Columbus Street, came before the Board to review his request and answer questions. Mr. Manrique stated he has been an owner for only a short time and was simply not aware that the sticker which he had received when he moved in was not good for a full year from the time of receipt. Given the pressures of life and the economy during the Pandemic, he asked for a one-time forgiveness for this offense.

B. FY2020 Draft Audit Acceptance

Mr. Reem moved the Board of Directors accept the attached draft audit for the fiscal year ending September 30, 2020. Seconded by Mr. Brown and passed (9-0-0).

Presentation – Kim Marinus – Johnson, Bremer, and Ignacio, P.C.

Treasurer Reem introduced Kim Marinus of the Certified Public Accounting Firm of Johnson, Bremer & Ignacio, the firm contracted to perform the annual audit for the last twenty-nine years. Ms. Marinus presented a detailed review of the audit of the financial records for Fiscal Year 2020, which ended September 30, 2020. Ms. Marinus reported that the Audit report has changed slightly from previous reports in that unrealized profits or losses appear under Revenues and Expenses rather than on the balance sheet. Assessments receivables increased by about \$16,700, offset by the amount deemed uncollectible which also increased, for a net decrease for total receivables of about \$3,600. Assessment Receivables during the year in question stood at 1.26% of total annual assessments, which was a very good outcome given the economy during the Pandemic. She noted that prepaid assessments increased by \$23,000. At year-end Unappropriated Member Equity stood at \$750,000, which is about 10% of annual assessments – as the Association ages it is advisable to have more funds in Owner Equity up to 20% of annual assessments. She then reviewed various audit items as they showed increases or decreases such as insurance, pool management, rental of the Community Center, water use, snow removal and landscaping.

C. Auditor Engagement

By unanimous consent the Board of Directors agreed to withdraw the motion and place it on the agenda for the April 7th regular meeting.

D. Spring Focal Bed Plantings

Mr. Reem moved the Board approve the proposal from Lancaster Landscapes for Spring focal bed planting at a cost of \$6,154. Seconded by Mr. Stoloff and passed (9-0-0).

To be charged to Operating Account 6150 – Contractor Plantings

E. Trash and Recycling Contractor

Ms. Alvord moved that the Board of Directors authorize Management to contract with Capitol Services at a total cost of:

<i>April 1 2021 – March 31, 2022</i>	<i>\$27,094.81 Per month (2% increase)</i>
<i>April 1, 2022 – March 31, 2023</i>	<i>\$27,365.76 per month (1% increase)</i>
<i>April 1, 2023 – March 31, 2024</i>	<i>\$27,913.07 per month (2% increase)</i>

Seconded by Mr. Reem and passed (9-0-0).

To be charged to Operating Account 6035 – Trash Removal

F. Pitched Roof Replacement FY2021

Mr. Reem moved that the Board of Directors authorize Management to contract with Northern Virginia Roofing for the FY2021 roof replacements, in accordance with the attached recommendation and proposal, at a total cost of \$248,300.00. The Calendar of Reserves Expenditures includes \$381,000.00 for this purpose in FY2021 and all the funds are available. Seconded by Ms. Alvord and passed (9-0-0).

To be charged to Reserve Account 3700 – Roofs

G. Foundation Repairs at 4704 S. 30th Street, A-1 & A-2

Mr. Stoloff moved that the Board of Directors authorize Management to contract with Basement Masters Waterproofing to repair the foundation walls at 4704 S. 30th Street, A-1 and A-2 in accordance with the attached proposals, at a total cost of \$39,800.00. Seconded by Ms. Wasowski and passed (9-0-0).

To be charged to Reserve Account 3700 – Exterior Building

In response to questions Mr. Galvez stated that this foundation problem is not common, that the ground is sloped away from the building and drainage is good, and that settlement appears to be causing cracks in the foundation which is what this repair remedies.

VII. Reports

President: President Placek reported that Grounds Co-Chair Angela McNamara has authored an article on the shade garden at _____ Street which appears in the March issue of the All Fairlington Bulletin published by the Fairlington Citizens Association. There will be a Home Improvement Zoom-Session Forum hosted by the FCA on March 13th with two contractors. She reported that the 2021 second quarter Strategic Planning Tracking Report will be provided to the Board in mid-April which contains a refinement of the Strategic Plan wherein the plan will follow a SMART (specific, measurable, attainable, realistic and timely) principle for planning goals. She concluded by thanking Director Andi Dies for her many years of service on behalf of the community given that she is not seeking reelection to the Board at the upcoming Annual Meeting. She gave a heartfelt thanks to Andi on behalf of the community and her fellow Board Members and hoped she would continue to volunteer and provide her expertise in the coming years.

Secretary: Ms. Wasowski had no report.

Treasurer: Mr. Reem reported that the most recent financial report, covering the third month of Fiscal Year 2021, shows a surplus of \$54,699; however this will be offset with expected expenses so the Board and management will have to continue to watch the budget closely.

Vice President: Vice President Alvord reported that at the last meeting of the Alexandria Federation of Civic Associations there was continued discussion of construction at Newport Village at Braddock and Beauregard with replacement of buildings with two seven story structures containing about 83 housing units, 12 of which are expected to be affordable housing. Concerns raised at the meeting included the need for more affordable units, density, traffic and utilities.

Articles for the April 2021 Issue of the *North Fairlington News*: The Board reviewed items to be included in the April 2021 issue of the *North Fairlington News*.

Committee Reports

Pool Season 2021 Working Group: Co-Chair Anne Wasowski reviewed the written report of the committee which was distributed to the Board prior to this meeting. The report has appended to it a six question survey which the Board reviewed concentrating on question two concerning use of a pool by signing up for blocks of time. The next meeting of the Working Group is Thursday, March 4th and the discussion during this meeting will be incorporated into the agenda. A report from the Group will be presented in early April.

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

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

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, April 7, 2021. The 2021 Annual Meeting will be held via Teleconference on March 31st beginning at 7:00 p.m.

IX. Adjournment of Meeting

Ms. Dies moved the Board adjourn the meeting of March 3, 2021. Seconded by Mr. Straub and passed (9-0-0).

President Placek adjourned the meeting at 8:17 p.m.

Secretary
Fairlington Villages, a Condominium Association