

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
July 07, 2021**

Directors Present:

Terry Placek	President and At-Large Director (Via Teleconference)
Anne Wasowski	Secretary and At-Large Director (Via Teleconference)
Harry Reem	Treasurer and Ward III Director
Jessica Auston	Ward I Director (Via Teleconference)
Philip Brown	Ward V Director (Via Teleconference)
Larry Straub	Ward IV Director
Joe Torres	At-Large Director

Also Present:

Gregory B. Roby	General Manager
Mark Johnson	Operations Manager
Erin Moran	Office Manager (Via Teleconference)
Marcus Reed	Office Administrator (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 partly by teleconference.

I. Residents' Comments

No residents requested to make comments.

II. Call to Order

At 7:01 p.m. President Placek called the regular agenda to order.

II. Establishment of Quorum

President Placek noted there was a quorum with seven members present either in person or by teleconference connection. She reported that Vice President and Ward VI Director Melanie Alvord and Ward II Director Ed Stolof would not be attending.

IV. Approval of Minutes

June 2, 2021 Regular Meeting

Ms. Wasowski moved the minutes of the June 2, 2021 regular meeting of the Board of Directors, as revised, be approved. Seconded by Mr. Reem and passed (7-0-0).

V. Old Business

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

VI. New Business

[By unanimous consent, the Board agreed to take up New Business Item B. - Insurance Renewal as the first order of business as the outcome of this motion will affect the motion concerning adoption of the FY2022 Budget.]

B. Insurance Renewal

Mr. Reem moved that the Board of Directors authorize Holden & Company Insurance, the Association’s Insurance Broker, to bind the policies recommended in Option 1 of its Insurance Renewal Proposal dated July 7, 2021, for coverage from July 15, 2021 until July 15, 2022, at a total annual premium not to exceed \$448,591.00, comprised of the following coverages:

<i>Package Policy (Greater NY – Building Limit - \$279,899,000)</i>	<i>\$377,416.00</i>
<i>Business Auto Coverage (Greater NY)</i>	<i>17,347.00</i>
<i>Primary & Excess Crims Coverage (Cincinnati)</i>	<i>3,088.00</i>
<i>Primary & Excess Crime Coverage (CNA)</i>	<i>775.00</i>
<i>Non-Profit D&O Liability (Travelers)</i>	<i>11,797.00</i>
<i>Primary Commercial Umbrella (Greater NY – Limit - \$25,000.00)</i>	<i>15,567.00</i>
<i>Excess Liability (Chubb Insurance Group)</i>	<i>19,800.00</i>
<i>Cyber Security (\$2 Million)</i>	<i>2,801.00</i>
<i>Annual Total:</i>	<i>\$448,591.00</i>

Seconded by Mr. Torres and passed (7-0-0).

To be Charged to Operating Account 2032 – Insurance Prepaid
and Operating Account 5400 – Insurance Expense

Mr. Reem reported that this year’s premium rose by six percent, which is well below the average level of premium now being experienced throughout the industry.

[The Board returned to the regular order of business beginning with Item A. Draft FY2022 Budget.]

A. Draft FY2022 Budget

Mr. Reem moved that the Board of Directors approve the FY2022 budget distributed to Board Members Wednesday, June 23, 2021, increasing condominium fees by 1.5%, effective October 1, 2021, and summarized as follows:

<u>Total Expenditures</u>		<u>\$8,149,223</u>
Operating expenses:	\$4,991,763	
Reserve contributions:	\$3,157,367	
 <u>Total Estimated Revenue</u>		 <u>\$8,149,223</u>
Condominium fees:	\$7,963,342	
Other Income:	\$ 185,788	

AND IT IS FURTHER RESOLVED, that a copy of the FY2022 shall be provided to all unit owners to allow opportunity for their consideration, commentary and contribution.

Seconded by Mr. Straub and passed (7-0-0).

Mr. Reem briefly reviewed elements of the proposed budget, noting that it contained a 1.5% increase in unit assessments which will cover a 2.2% rise in operating costs and a 1.0% increase in reserve contributions. He reported that development of the budget was set by three objectives, these being keeping the current level of service the same, fully funding reserves and funding capital projects which had been delayed during the recent pandemic. The proposed budget will be sent to all owners who will be invited to attend a budget review and comment session on Wednesday, July 28th. A vote to finalize the budget will be taken at the regular August meeting of the Board.

C. Tree Removals

Mr. Reem moved the Board approve the proposal from Brightview Tree Care Services for tree removals at a total cost of \$7,280.00. Seconded by Ms. Wasowski and passed (7-0-0).

To be charged to Operating Account 6160 – Tree Maintenance

Mr. Johnson reported that each year Joel Owen of Lancaster Landscapes assesses the viability of trees and draws up a list for pruning and/or removal. He noted that some limbless dead trees are left in place as snags to allow refuge for wildlife and that, for the most part, stumps are removed when a tree is taken down.

D. Parking Lot Renovations – Lots 58 & 47

Mr. Reem moved the Board approve the proposals from Pro-Pave and Edge Concrete plus a landscaping contingency as follows:

Pro-Pave	\$ 32,188.00	Lot 58 (3066-3082 S. Abingdon Street)
Edge Concrete	\$ 80,027.50	Lot 47 (2870-2880 S. Abingdon Street)

<i>Lancaster contingency</i>	<i>\$ 10,000.00</i>
<i>Total Project cost</i>	<i>\$122,215.50</i>

Seconded by Mr. Torres and passed (7-0-0)

To be charged to Reserve Account 3700-6150 – Parking Lot Reserves

Mr. Johnson reported that Edge Concrete designs each lot to allow for the best delineation of parking spaces, the proper leveling for water runoff and to assure each lot is properly designed to fit the existing topography. Parking space width can be adjusted provided that the number of spaces is not diminished – he noted there are 1,703 units in Fairlington and 1,709 parking spaces, so each unit has space for at least one vehicle.

E. Ratification of Unanimous Written Consent in Lieu of a Meeting Tuesday, June 8, 2021 (Comcast Service & Compensation Agreements Renewal)

Mr. Brown moved the Board of Directors hereby ratify said action for purposes of the record and to ensure an audit trail for the anticipated revenue. Seconded by Mr. Straub and passed (7-0-0)

To be charged to Reserve Account 3700-4590 – Water/Sewer Lines

VII. Reports

President: President Placek appointed Director Joe Torres as Assistant Treasurer and thanked him for his willingness to serve. She also reported that Mr. Torres and Mireille Pioppo will be serving as Co-Chairs of the Activities Committee.

Vice President: Ms. Alvord being absent there was no report.

Treasurer: Mr. Reem reported that the most recent financial report, covering the eighth month of Fiscal Year 2021, shows a year-to-date surplus of \$78,872.

Secretary: Ms. Wasowski had no report.

Committee Reports:

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

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. Mr. Johnson distributed a pool attendance log which showed that each of the currently open pools have not been filled to capacity since opening. President Placek asked the Board if, given these statistics, Fairlington Villages could now allow residents to bring guests and the Board agreed to allow guests provided they sign the proper waiver forms.

IX. Establishment of Next Board Meeting

The next regular meeting of the Board will be held Wednesday, August 4, 2021.

X. Adjournment of Meeting

Mr. Struab moved the Board adjourn the meeting of July 07, 2021. Seconded by Ms. Wasowski and passed (7-0-0).

President Placek adjourned the meeting at 7:34 p.m.



Secretary
Fairlington Villages, a Condominium Association