

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

Directors Present:

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| Terry Placek | President and At-Large Director |
| 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 |
| Jessica Auston | Ward I Director (Via Teleconference) |
| Philip Brown | Ward V Director (Via Teleconference) |
| Edward Stollof | Ward II Director (Via Teleconference] |
| Larry Straub | Ward IV Director (Via Teleconference) |
| Joe Torres | At-Large Director |

Also Present:

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| Gregory B. Roby | General Manager |
| Miguel Galvez | Facilities Manager |
| Mark Johnson | Operations Manager |
| Erin Moran | Office Manager |
| Victoria Gomillion | Office Administrator (Via Teleconference) |
| Marcus Reed | Administrative Assistant (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

Hillary Maxwell Beightel, the homeowner residing at 2931 S. Columbus A1, came before the Board to review her request that there be a Spring Yard Sale this year using the Community Center parking lot. She stated she had been in conversation with staff concerning ways in which the lot could be used for an event which has been very popular and should not have been canceled this year. She asked when the Board discussed holding social events, in particular the yard sale.

President Placek responded that the holding of a yard sale, as well as other social events, was discussed when the Board set the 2021 Calendar of Events, and it was agreed not to schedule any public events because of the continuing COVID-19 Pandemic, so the yard sale was never

canceled, it was not scheduled at all. She stated that with changing governmental guidelines and CDC recommendations, the Board continues to be open to reviewing the holding of public events.

II. Call to Order

At 7:15 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 either in person or by teleconference connection.

IV. Approval of Minutes

March 3, 2021 Regular Meeting

Mr. Reem moved the minutes of the March 3, 2021 regular meeting of the Board of Directors be approved. Seconded by Ms. Wasowski and passed (8-0-1).

V. Old Business

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

At the request of Management, and by unanimous consent of the Board of Directors, this item was removed from the agenda.

VI. New Business

A. Certification of Election: Elections Panel Chair Harry Reem certified that at the Forty-Third Annual Meeting of the Fairlington Villages Unit Owners Association held on Wednesday, March 31, 2021, at the Fairlington Community Center, three Members of the Board of Directors were elected for a three year term each, these being Joe Torres as an At-Large Director, Edward Stollof as Ward II Director, and Larry Straub as Ward IV Director. *Without objection, the Certification of Election as presented was accepted and the newly elected Members of the Board took their seats.* President Placek welcomed Freshman Board Member Joe Torres to the Board of Directors.

B. Election of Officers

President Placek stated this portion of the agenda was set aside for election of Officers for the 2021/2022 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. Brown.

There were no further nominations for the Office of President. Without objection nominations were closed and Terry Placek was unanimously elected President (9-0-0).

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. Brown.

There were no further nominations for the Office of Vice President. Without objection nominations were closed and Melanie Alvord was unanimously elected Vice President (9-0-0).

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. Brown.

There were no further nominations for the Office of Treasurer. Without objection nominations were closed and Harry Reem was unanimously elected Treasurer (9-0-0).

Office of Secretary

President Placek called for nominations for the Office of Secretary.

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

There were no further nominations for the Office of Secretary. Without objection nominations were closed and Anne Wasowski was unanimously elected Secretary (9-0-0).

By Unanimous Consent, the Board of Directors took up a resolution not heretofore on the agenda concerning the holding of a Yard Sale as proposed during Residents' Comments, and dispensed with the regular order of business to allow for the making of a motion to be noted for the record as Item J. Spring Yard Sale.

J. Spring Yard Sale

Moved by Mr. Brown the Board of Directors allow Hillary Maxwell Beightel to schedule the Community Center parking lot for one day in the spring of 2021 for the holding of a yard sale. Seconded by Ms. Auston and failed (1-7-1).

Discussion of this motion centered around (1) whether it was advisable to set the precedent of allowing one owner to use the Community parking lot; how a yard sale could be organized to properly meet current social distancing requirements from the Commonwealth, as well as guidelines issued by the Centers for Disease Control; that currently the Activities Committee does not have a Chair and has not been active for at least one year; that a plan needs to be approved for holding this event under current health restrictions and guidelines; that there have been at least two and perhaps more recent estate sales in the community using social distancing protocols. There was general agreement that this event should be held, but that a plan of action needed to be submitted and approved, and that scheduling should be set for late-spring through mid-summer. The Board agreed to continue to review this matter and, in the meantime, to ask for volunteers to help organize and hold a yard sale.

The Board returned to the Regular Order of Business, beginning with Item C. Auditor Engagement.

C. Auditor Engagement

Mr. Reem moved the Board of Directors authorize Management to contract with Johnson, Bremer, and Ignacio, CPAs, P.C. to prepare annual audit of the Association’s financial statements and federal and state income tax returns, as set forth in its attached engagement letter, for the following years at the aggregate amounts specified: For Fiscal Year 2021 - \$14,000 (tax Returns: \$,1000; Annual Audit: \$13,000). Seconded by Ms. Wasowski and passed (9-0-0).

To be charged to Operating Account 7000 – Audit/Tax Return Preparation

D. Variance Request – 3068 S. Abingdon Street – Remove Two Load Bearing Walls

Ms. Alvord moved the Board approve the February 24, 2021 variance request from the homeowner at 3068 S. Abingdon Street, to remove two load-bearing walls in their unit, 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 Mr. Brown and passed (9-0-0).

E. FY2021 Masonry Repair Project – Phase 7

Mr. Reem moved the Board of Directors authorize the General Manager to enter into a contract with American Restoration LLC and Facility Engineering Associates, P.C., for the 2021 Masonry Repair Project as follows:

| | |
|--|---------------------|
| <i>Masonry Repairs – American Restoration</i> | <i>\$383,600.00</i> |
| <i>Consulting and Construction Assurance/Contract Administration – FEA</i> | <i>\$ 39,250.00</i> |

Total **\$422,850.00**
Seconded by Ms. Wasowski and passed (9-0-0).

To be charged to Reserve Account 3700-2000 – Exterior Building

F. Exterior Painting and Rotten Wood Replacement – Ward II

Mr. Stolof moved the Board of Directors authorize Management to contract with Middledorf Property Services, Inc., for the replacement of rotten wood in Ward II, at a cost not to exceed \$70,000.00 and to contract with Middledorf Property Services, Inc., for exterior painting in Ward II at a cost of \$63,255.00. Seconded by Mr. Brown and passed (9-0-0).

To be charged to Reserve Account 3700-1920 – Woodwork - \$70,000 for rotten wood
To be charged to Operating Account 6680 – Exterior Painting - \$63,255.00

G. Pool Season 2021

Ms. Auston moved that the Board of Directors adopt the following policies, procedures, rules, regulations, guidelines, and requirements to govern the operation of the Association's six swimming pools during the summer 2021 pool season:

1. Premier Aquatics will serve as the Association's Pool Operator under its existing Agreement for Pool Management Services with the Association.

2. Attachment 1 is adopted in its entirety as the Summer 2021 Pool Season Forms users of the pool will execute to certify their Assumption of Risks involved in using the swimming pools during the COVID-19 pandemic.

a. The first document of Attachment 1 entitled "Fairlington Villages, A Condominium Unit Owners Association 2021 Assumption of Risk Relating to Coronavirus/COVID-19" shall be executed prior to the beginning of the season by each resident and unit owner who intends to use the swimming pools to certify to the Association that the user understands that entry into the swimming pool facilities and participation in activities at the facilities could increase the risk of contracting COVID-19, and further that by entering the facilities, they agree to assume all risks and accept sole responsibility for any loss they might incur in connection therewith.

b. The second document of Attachment 1 entitled "Premier Enterprises, Inc., d/b/a premier aquatics (herein "Premier Aquatics") Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19" shall be executed prior to the beginning of the season by each resident and unit owner who intends to use the swimming pools to certify to the Association that the user understands that entry into the swimming pool facilities and participation in activities at the facilities could increase the risk of contracting COVID-19; and further that by entering the facilities, they agree to assume all risks and accept sole responsibility for any loss they might incur in connection therewith.

3. *Attachment 2 is adopted in its entirety as the Summer 2021 Swimming Pool Reservations and Check-In Procedures, Rules and Guidelines for Lifeguards.*
4. *Attachment 3 is adopted in its entirety as the Summer 2021 Pool Schedule and Hours of Operation.*
5. *Attachment 4 is adopted in its entirety as the Summer 2021 Pool Reservation Area Maps.*
6. *Attachment 5 is adopted in its entirety as the Summer 2021 Pool Season Estimated Additional Costs.*

Seconded by Ms. Wasowski and passed (9-0-0) on a roll call vote with President Placek, Vice President Alvord, Secretary Wasowski, Treasurer Reem and Directors, Auston, Brown Stoloff, Straub and Torres in favor.

H. Community Center Rentals

Moved by Ms. Alvord that the Community Center shall be available for rental to groups no larger than 50 individuals upon execution of the standard rental agreement wherein the lease agrees to assume responsibility for compliance with all State, Federal and Local laws and ordinances in place to combat the COVID-19 pandemic on the date of the rental, as more particularly outlined in the attached modified Lease Agreement. Non-Compliance will result in relinquishing of the security deposit. Seconded by Ms. Wasowski and passed (9-0-0).

I. Abingdon Parking License Agreement Amendment – Extending Agreement 5 Additional Years

Moved by Mr. Reem the Board of Directors hereby approves the attached “First Amendment to Abingdon Parking License Agreement.” Seconded by Ms. Wasowski and passed (9-0-0)

VI. Reports

President: President Placek reported that each Member of the Board will shortly receive the Confidentiality Agreement which is signed each year – she asked each member to return the signed form by Monday, April 12th. She also asked each Member to provide their preferences for committee liaison appointment, also by Monday, April 12th. She continued her report by noting that due to a number of vehicle break-ins along 28th Street and 27th Road, management has scheduled three Crime Prevention Forums sponsored by the Arlington County Police Department and information on these will be forthcoming. She completed her report by stating the Board is reviewing holding meetings using Zoom technology.

Treasurer: Mr. Reem reported that the most recent financial report, covering the fifth month of Fiscal Year 2021, shows a surplus of \$22,144.

Secretary: Ms. Wasowski had no report.

Vice President:

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

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

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.

VII. Establishment of Next Board Meeting

The next regular meeting of the Board will be held Wednesday, May 05, 2021.

VIII. Adjournment of Meeting

Mr. Reem moved the Board adjourn the meeting of April 07, 2021. Seconded by Ms. Alvord and passed (9-0-0).

President Placek adjourned the meeting at 8:03 p.m.



Secretary
Fairlington Villages, a Condominium Association