

DRAFT

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
August 30, 2021**

Directors Present:

Terry Placek	President and At-Large Director
Melanie Alvord	Vice President and Ward VI Director
Harry Reem	Treasurer and Ward III Director
Jessica Auston	Ward I Director (Via Teleconference)
Philip Brown	Ward V Director (Via Teleconference)
Ed Stollof	Ward II Director
Larry Straub	Ward IV Director (Via Teleconference)
Joe Torres	At-Large Director

Also Present:

Gregory B. Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Erin Moran	Office Manager
Victoria Gomillion	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.

At the August 4th regular meeting of the Board it was agreed to schedule the regular September meeting - which was originally to be held on Wednesday, September 1, 2021 – for Monday, August 30, 2021.

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 five members present either in person or by teleconference connection. She reported that Secretary and At-Large member Anne Wasowski would not be attending.

IV. Approval of Minutes

August 4, 2021 Regular Meeting

Ms. Alvord moved the minutes of the August 4, 2021 regular meeting of the Board of Directors, as revised, be approved. Seconded by Mr. Reem and passed (5-0-0) with Ms. Auston, Mr. Brown and Mr. Stolof not yet in attendance.

V. Old Business

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

VI. New Business

A. Variance Request – 2940 S. Dinwiddie Street – Remove A Load Bearing Wall

Ms. Alvord moved the Board approve the July 21, 2021 variance request from the homeowner at 2940 S. Dinwiddie Street, to remove a load bearing wall 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. Torres and passed (6-0-0) with Ms. Auston and Mr. Brown not yet in attendance.

B. Ratification of Action Unanimous Written Consent in Lieu of a Meeting (Variance Request 2812-A S. Abingdon Street – New Penetration for Condensation Line)

Whereas, the Board of Directors acted by Unanimous Written Consent in Lieu of a Meeting on Wednesday, August 18, 2021 to approve a new penetration of the condensation line for the HVAC.

Ms. Alvord 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 Mr. Reem and passed (7-0-0) with Ms. Auston not yet in attendance.

C. Ratification of Action Unanimous Written Consent in Lieu of a Meeting (Variance Request 2812-A S. Columbus Street,A-1 – New Refrigerant Line at the Rear of the Building and New Penetration)

Whereas, the Board of Directors acted by Unanimous Written Consent in Lieu of a Meeting on Wednesday, August 18, 2021 to approve a new penetration of the condensation line for the HVAC.

Mr. Reem 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 Mr. Stolof and passed (7-0-0) with Ms. Auston not yet in attendance.

D. Pool House 5 Renovation

Mr. Reem moved the Board approve the proposal from American Restoration for Pool House 5 renovation at a cost of \$160,500.00 plus a landscaping contingency of \$3,000.00, for total cost of \$163,500.00. Seconded by Mr. Brown and passed (8-0-0).

To be charged to Reserve Account 3700 – Pool House - \$163,500.00

Mr. Reem reported that this is the first of six pool houses which will be renovated over the coming years. He noted the renovation was delayed from last year due to the Pandemic and that the cost of future work will undoubtedly be adjusted by lessons learned during the course of the first project. He also noted that most of the project centers around bringing the houses up to code because the structures and associated fabric are as originally built in 1978. In response to a question posed by Director Brown, Mr. Roby reported that while the entry is being changed, the doors as installed in 1978 will be retained.

E. Patrol Service Contract

Mr. Reem moved the Board approve the proposal from Master Security for nightly patrol services renovation at a cost of \$1,254.40 per week or \$65,228.80 annually. Seconded by Mr. Stolof and passed (8-0-0).

To be charged to Operating Account 6440 – Patrol Service

F. Tree Removals

Mr. Reem moved the Board approve the proposals from Lancaster Landscapes for tree removals at a total cost of \$13,100.00. Seconded by Ms. Alvord and passed (8-0-0).

To be charged to Operating Account 6160 – Tree Maintenance

G. Parking Lot Renovation – Lot 34 (4830-4836 S. 29th Street); Lot 41 (2865-2895 S. Abingdon Street); Lot 53 (4648-4654 S. 31st Street)

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

<i>Pro-Pave</i>	<i>\$48,442.00</i>
<i>Edge Concrete</i>	<i>\$99,033.50</i>
<i>Lancaster Contingency</i>	<i>\$15,000.00</i>

Lot 34 (4830-4836 S. 29th Street); Lot 41 (2865-2895 S. Abingdon Street); Lot 53 (4648-4654 S. 31st Street)

Seconded by Mr. Stolof and passed (8-0-0).

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

VII. Reports

President: The bulk of President Placek’s report was a presentation by the Co-Chairs of the Grounds Committee of committee drafted proposals for two policies the first dealing with invasive plants (such as English ivy and vinca) and, the second dealing with installation of stepping stones for pathways. President Placek requested that the committee submit an article for the newsletter, replete with pictures, concerning what constitutes invasive plants, as a first step to educate residents prior to action by the Board on the proposed policies. She noted that because a number of Board Members are out of town on vacation, they need to be given time to walk the common elements to view locations of invasive plantings prior to formal review of the proposals. As to a policy on paths and stepping stones, until the Board has time to review the proposed policy any requests for placement of these should be made to management.

Vice President: Ms. Alvord had no report.

Treasurer: Mr. Reem reported that the most recent financial report, covering the tenth month of Fiscal Year 2021, shows a year-to-date surplus of \$47,109. He noted that when the pool year ends there will be a review of expenses associated with pool management service given that these were modified due to continuing problems associated with the Pandemic; and, that \$500,000 in maturing investments will be renewed and properly placed on the investment ladder.

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

Committee Reports

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

Activities Committee: Mr. Torres reported the Pet Happy Hour will be rescheduled, probably in September, and the committee is planning for the Fall Yard Sale. The committee is also reviewing a policy on donations.

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.

Management's Project & Status Report: The Board reviewed and concurred with the draft Handbook's pet leash wording based on the By-laws.

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

Facilities Report: There were no reports, other than those in writing.

In response to a question posed by Director Brown, Mr. Roby reported that a matter concerning a rules violation tabled at the last meeting was continuing to be investigated. In response to a question posed by Director Straub concerning the cause of a fire, Mr. Roby reported that the Fire Marshall's report stated the fire was "undetermined" and electrical in nature and had to do with a clothes dryer in the unit – he noted that the clothes dryer vent had been cleaned a week prior to the fire.

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, October 6, 2021.

X. Executive Session

President Placek asked for a motion to Adjourn into Executive Session as permitted under the Code of Virginia (Condominium Act) 55-79.75c.

Ms. Alvord moved the Board of Directors adjourn the regular meeting into closed session as allowed under the Code of Virginia, to discuss unit owners common liability. Seconded by Mr. Reem and passed (8-0-0).

At 7:52 p.m., the Board recessed the Open Session and reconvened in Executive Session to discuss personnel, legal or contractual matters, as permitted by subsection [C] of Section 55-79.75 of the Code of Virginia.

At 8:17 p.m. the Board adjourned the Executive Session and returned to open session. There was one motion brought forward from the Session.

New Business Continued

H. Mandatory Covid-19 Vaccination Policy for Fairlington Villages Employees

Mr. Reem moved the Board of Directors adopt the attached “Mandatory Covid-19 Vaccination Policy” requiring all employees of the Association to become vaccinated against Covid-19 by September 15, 2021. In the interim, any employee not already vaccinated shall take a Covid-19 test, at the Association’s expense, each M-W-F through September 15th. Any employee who has not at least initiated the process of vaccination by September 15th will be subject to immediate dismissal from employment. Seconded by Ms. Alvord and passed (6-2-0) on a roll call vote with President Placek, Vice President Alvord, Treasurer Reem and Directors Stolof, Straub, and Torres in favor; and Directors Auston and Brown opposed.

XI. Adjournment of Meeting

Mr. Straub moved the Board adjourn the meeting of August 30, 2021. Seconded by Mr. Reem and passed (8-0-0).

President Placek adjourned the meeting at 8:23 p.m.

Secretary
Fairlington Villages, a Condominium Association