

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION**  
**MINUTES OF THE**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**COMMUNITY CENTER**  
**April 6, 2022**

**Directors Present:**

Terry Placek	President and At-Large Director (Through 7:23 p.m.)]
Melanie Alvord	President (Vice) President and Ward VI Director
Ed Stolof	Vice President and Ward II Director
Anne Wasowski	Secretary and At-Large Director (Via Teleconference)
Harry Reem	Treasurer and Ward III Director
Philip Brown	Ward V Director
Kate Lankford	Ward I Director(Via Teleconference)
Karen Olson Weaver	At-Large Director
Larry Straub	Ward IV Director
Joe Torres	At-Large Director

**Also Present:**

Gregory B. Roby	General Manager
Mark Johnson	Operations Manager
Victoria Gomillion	Office Administrator (Via Teleconference)
Wil Washington	Legal Counsel
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 partially by teleconference.**

Outgoing President Terry Placek chaired the meeting through Item A. Certification of Election and then turned the gavel over to Vice President Alvord.

**I. Residents' Comments**

No residents requested to speak during Resident Comments.

**II. Call to Order**

At 7:12 p.m. President Placek called the regular agenda to order.

### III. Establishment of Quorum

President Placek noted there was a quorum with eight members present by teleconference connection. Ward I Director Jessica Auston was not present.

### IV. Approval of Minutes

#### March 2, 2022 Regular Meeting

*Mr. Reem moved to approve the minutes of the February 2, 2022 regular meeting of the Board of Directors, as revised. Seconded by Mr. Stolof and passed (8-0-0).*

### V. Old Business

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

### VI. New Business

**A. Certification of Election:** Association Secretary Anne Wasowski certified that at the Forty-Fourth Annual Meeting of the Fairlington Villages Unit Owners Association held on Wednesday, March 30, 2022, at the Fairlington Community Center, three Members of the Board of Directors were elected for a three-year term each. She then announced the tally of votes for each candidate, as follows: Ward I: Jessica Auston received 26 votes for a 28.48% weighted interest share and Kate Lankford received 64 votes for a 70.47% weighted interest share, and there was one write-in vote – therefore Kate Lankford was elected as Ward I Representative to the Board of Directors; Ward VI: Melanie Alvord received 40 votes for a 52.81% weighted interest share and Elena Mendelson received 32 votes for a 46.26% weighted interest share, and there was one write-in vote – therefore, Melanie Alvord was elected as Ward VI Representative to the Board of Directors; and, At-Large Member Karen Olson Weaver received 317 votes for a 61.88% weighted interest share and Terry L. Placek received 195 votes for a 37.05% weighted interest share – therefore Karen Olson-Weaver was elected as an At-Large Representative to the Board of Directors.

*Ms. Wasowski moved that the Board of Directors Certify that Karen Olson Weaver, Kate Lankford and Melanie Alvord have been duly elected as Members of the Board of Directors to serve three year terms. Seconded by Mr. Brown and passed (8-0-0).*

President Placek welcomed the returning and new Directors to the Board and they each took their seats. She then turned the gavel over to Vice President Melanie Alvord to direct the next part of the meeting which was the Election of Officers.

### B. Election of Officers

General Manager Greg Roby outlined the general protocol for election of officers. There will be nominations for the Offices of President, Vice President, Treasurer and Secretary and any Board Member may nominate another Board Member for an office. Voting will be by secret paper ballot with the results being verified by Inspectors of Election (the General and Office Manager)

and the Arbiter of the Election (Legal Counsel Wil Washington). Following the tally the winner will be announced and all ballots destroyed. For those Board Members attending the meeting by telephone, each will send their choice via email to Inspector of Election and Office Manager Erin Moran who will provide it to the Inspectors of Election and the Arbiter of the Election.

Vice President Alvord then called for the election of Officers for the 2022/2023 term of the Board of Directors to move forward and called for nominations for the office of President.

Office of President

*Mr. Reem nominated Melanie Alvord for the Office of President.*

*Mr. Torres nominated Larry Straub for the Office of President.*

*There were no further nominations for the Office of President and each of the nominees made a brief statement as to their qualifications for service.*

The Board of Directors then voted by secret ballot and Mr. Roby announced that Melanie Alvord had been elected to the Office of President.

Office of Vice President

President Alvord called for nominations for the Office of Vice President.

*Ms. Alvord nominated Ed Stollof for the Office of Vice President.*

*Ms. Lankford nominated Joe Torres for the Office of Vice President.*

*There were no further nominations for the Office of Vice President and each of the nominees made a brief statement as to their qualifications for service.*

The Board of Directors then voted by secret ballot and Mr. Roby announced that Ed Stollof had been elected to the Office of Vice President.

Office of Treasurer

President Alvord called for nominations for the Office of Treasurer.

*Ms. Wasowski nominated Harry Reem for the Office of Treasurer.*

*There were no further nominations for the Office of Treasurer. Without objection nominations were closed and Harry Reem was unanimously elected Treasurer.*

Office of Secretary

President Alvord called for nominations for the Office of Secretary.

*Mr. Stollof nominated Anne Wasowski for the Office of Secretary.*

*Ms. Lankford nominated Karen Olson Weaver for the Office of Secretary.*

*There were no further nominations for the Office of Secretary and each of the nominees made a brief statement as to their qualifications for service.*

The Board of Directors then voted by secret ballot and Mr. Roby announced that Anne Wasowski had been elected to the Office of Secretary.

**C. Rules Violation – 2824 S. Abingdon Street, A-1 – Failure to Maintain Backyard**

*Mr. Torres moved the Board having conducted the Hearing and 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 of Directors finds that there is a violation of the Association's By-Laws, and hereby assesses Mr. and Mrs. Cernoch, owners of 2824 S. Abingdon Street, A-1, \$50.00 for the Rules Violation noted in the letters dated November 23, 2021, December 7, 2021 and January 12, 2022.*

After the motion was made and prior to a vote General Manager Roby withdrew the motion and reported that the violation in question had been resolved. By unanimous consent and with the approval of the mover and seconder the motion was withdrawn.

**D. Towing Reimbursement – 4878 S. 28<sup>th</sup> Street**

*Mr. Straub moved the Board approve the request from the resident of 4878 S. 28<sup>th</sup> Street, for the reimbursement of \$370.00 for expenses as described in the attached request. Seconded by Mr. Brown and failed (1-8-0) on a Roll Call Vote with Mr. Straub in favor; and, Ms. Alvord, Mr. Brown, Ms. Lankford, Ms. Olson Weaver, Mr. Reem, Mr. Stolloy, Mr. Torres and Ms. Wasowski opposed.*

Tyler VanLandingham, the resident at 4878 S. 28<sup>th</sup> Street, came before the Board to review his request and answer questions. He reviewed a letter he sent to the Board dated February 27<sup>th</sup> and answered questions. Debate centered around how to better notify a vehicle owner when their vehicle is about to be towed; the signage in each lot

**E. Variance Request – 4822 S. 30<sup>th</sup> Street – Remove Load Bearing Wall**

*Mr. Reem moved the Board approve the March 3, 2022 variance request from the homeowner at 4822 S. 30<sup>th</sup> 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 Ms. Lankford and passed (9-0-0).*

Laura Parker, one of the homeowners residing at 4822 S. 30<sup>th</sup> Street, came before the Board to review the request and answer questions.

She noted that the Architectural Control Committee had not approved the application because it did not contain two pieces of required information which have now been provided.

**F. Variance Request – 3052 S. Woodrow Street – Remove Load Bearing Wall**

*Mr. Torres moved the Board approve the February 24, 2022 variance request from the homeowner at 3052 S. Woodrow 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. Stolof and passed (9-0-0).*

Mr. Torres confirmed that the Architectural Control Committee has recommended the Board approve the Variance Request.

**G. FY2022 Masonry Repair Project – Phase 8**

*Mr. Reem moved the Board of Directors authorize Management to enter a contract with American Restoration LLC and Facility Engineering Associates, P.C., for the 2022 Masonry Repair Project as follows:*

<i>Masonry Repairs (American Restoration)</i>	<i>\$368,900.00</i>
<i>Consulting and Construction Assurance Contract Administration (FEA)</i>	<i>\$ 40,000.00</i>
<b><i>Total</i></b>	<b><i>\$408,900.00</i></b>

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

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

**H. Ratification of Unanimous Written Consent to Repair a Broken Sewer Line at 4721-4731 S. 31<sup>st</sup> Street**

*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 Ms. Alvord and passed (9-0-0).*

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

**I. Spring Plant Replacement**

*Mr. Reem moved the Board approve the proposal from Lancaster Landscapes for 1) Spring Plant Replacements at a total cost of \$11,407.00 of which \$1,535.00 will be allocated for the purchase of native plants selected by the Grounds Committee, such decision to be made no later than April 12, 2022; 2) and, Tree Replacements at a cost of \$1,940.00. Seconded by Mr. Brown and passed (9-0-0).*

To be charged to Operating Account 6145 – Grounds Improvement: \$11,407.00

To be charged to Operating Account 6160 – Tree Maintenance: \$1,940.00

Discussion centered around a request from Director Olson Weaver that the Grounds Committee be allowed to incorporate more native plants into the plant replacements. The Board agreed to allow the committee the latitude to select native plants by including an allocation for their purchase and by requiring that the committee select those species by April 12<sup>th</sup> to assure that the planting schedule is followed.

#### **J. Parking Lot Renovations**

*Mr. Reem moved the Board approve the proposal from Pro-Pave at a cost of \$71,130.00 and a landscaping contingency not to exceed \$4,000.00 for a total project cost not to exceed \$75,130.00. Seconded by Mr. Torres and passed (9-0-0).*

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

Mr. Johnson reported that there are two lots covered by this project and that there will be a request for two additional lots placed before the Board this year.

Director Olson Weaver asked if provision had been made for studying the hydrology of the area so that when the project is finished water is properly directed to sewer inlets or allowed to properly percolate into the soil to avoid pooling on impermeable surfaces. Mr. Johnson stated that the contractor, while not having a hydrologist on staff, is well acquainted with proper drainage; however, he suggested the Board might wish to discuss the need for a consulting hydrologist for future projects.

#### **K. Apartment Hallway Carpet Cleaning**

*Mr. Reem moved the Board approve the proposal from CMR Alliance at a total cost of \$16,702.42. Seconded by Mr. Stolof and passed (9-0-0).*

To be charged to Operating Account 6575 – Carpet Cleaning

#### **L. Variance Request – 2818 S. Buchanan Street – Remove Load Bearing Wall**

*Ms. Lankford moved the Board approve the January 18, 2022 variance request from the homeowner at 2818 S. Buchanan 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. Stolof and passed (9-0-0).*

Mr. Roby noted that all the proper approval documents had been provided.

## VII. Reports

President: Ms. Alvord requested that Members review and sign the Confidentiality Agreement and return it to the office. She then asked the Board to discuss articles for inclusion in the May North Fairlington News.

**Articles for the May 2022 Issue of the North Fairlington News:** The Board reviewed items to be included in the May 2022 issue of the *North Fairlington News*.

Vice President: Mr. Stolof had no report.

Treasurer: Mr. Reem reported that the Association remains in sound financial condition. He noted that the February 2022 financial statements, which would normally be provided to the Board at the April meeting, have been delayed because the Associa accounting staff has been booking the Fiscal Year 2021 audit; but they will be sent to board members as soon as they are received. Mr. Reem concluded by stating that the Fiscal Year 2023 budget cycle begins in May, and that Board members would receive their budget packages for review at the May Board meeting.

Secretary: Ms. Wasowski had no report.

Committee Reports: There were no committee 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.

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

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, 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, May 4, 2022.

**IX. Adjournment of Meeting**

*Mr. Brown moved the Board adjourn the meeting of April 6, 2022. Seconded by Mr. Reem and passed (9-0-0).*

President Alvord adjourned the meeting at 9:22 p.m.



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Secretary  
Fairlington Villages, a Condominium Association