



North Fairlington News

Historic Fairlington Villages

FEBRUARY 2024

VOL. 46, No. 2

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Audit Shows Association Finances Continue To Be Solid

Kim Marinus, CPA, of Johnson, Bremer & Ignacio, CPAs, P.C., an accounting firm specializing in work with homeowner and condominium associations, has completed Fairlington Villages' Fiscal Year 2023 (FY23) audit report. The Board reviewed the report at its Jan. 3, 2024, meeting and accepted the audit by a vote of 9-0.

According to the audit report, the financial statements continue to be very good, with the Association's Unappropriated Owners' Equity or Operating Reserves at an acceptable level, funded Repair and Replacement Reserve accounts, and a continuing low level of delinquent and doubtful condominium fees.

Revenue and Expenses

For the fiscal year ending Sept. 30, 2023 (FY23) the Association had excess operating revenue of \$276,257 over expenses — approximately 5.2% of FY23's operating budget of \$5,279,599, and approximately 3.3% of FY23's total budget of \$8,461,064. This excess amount was largely produced by three factors:

- Higher-than-budgeted interest income,
- No snow removal expenses, and
- Lower-than-budgeted water and sewer expenses.

Interest income on the Association's investments in certificates of deposit and U.S. Treasuries was \$120,436 higher than projected due

to the unanticipated rapid rise in interest rates accompanying the Federal Reserve's campaign to combat the highest United States inflation rate in 40 years. The Association also spent none of the \$48,220 budgeted for snow removal labor and supplies. Finally, despite increases in Arlington County and City of Alexandria rates, water and sewer expenses were \$128,945 lower than budgeted as a result of continuing post-pandemic declines in water usage and receipt of a one-time \$24,097 county refund for the costs of a water line leak. Besides these three areas, FY23 payroll costs were 1.9% under budget, and unrealized gains on

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Three Open Seats, Two Forums, One Election

Three of the nine seats on the Board of Directors will be up for election at North Fairlington's Annual Meeting on Wed., March 27, at 7:30 p.m. in the Community Center at 3005 S. Abingdon St.:

- ✓ Ward II
- ✓ Ward IV
- ✓ One At Large position.

The three seats will each be up for three-year terms ending in 2027. Members of the Board are not compensated.

The Fairlington Villages Board of Directors is an all-volunteer body of nine members who represent the entire community. The

Board consists of three At Large members and one elected from each of the six wards. The Board meets monthly.

CANDIDACY CRITERIA

Candidacy paperwork was due on Jan. 26. Candidates must be a unit owner in Fairlington Villages; be current with condo fee payments; and except for the At Large seat, own a unit in the Ward in which they are running.

Candidacy petitions will be reviewed to confirm eligibility and certified by the Board at its Wed.,

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IMPORTANT REMINDERS
Optional Candidate Statement
Due Fri., Feb. 2 by 5 p.m.

Presidents' Day, February 19
Management Office closed
Trash will be picked up

Candidates' Forum No. 1
Sat., Feb. 24, 10 a.m. – 12 p.m.
Community Center

Candidates' Forum No. 2
Wed., March 13, 7 – 9 p.m.
Community Center

Plans Are Growing for the Spring Yard & Plant Sale

Mark your calendars for Fairlington Villages' annual Spring Yard & Plant Sale on Sat., May 4, from 8 a.m. to 12 p.m. at the Fairlington Villages Community Center parking lot.

Our Grounds Committee will once again be hosting a Plant Sale in concert with the annual Yard Sale. As in past years, there will be several varieties of annual flowers and native perennials for you to choose from along with information sheets. Native plants are great for the environment, attracting beneficial bees and butterflies. Helpful information about native and annual plants, as well as growing tips, will be provided. Look for future notices in the newsletter about plant selections.

Knowledgeable gardeners from the Grounds Committee will be there to assist you in choosing plants. Volunteers also are needed to help. No knowledge of gardening or plants is needed to volunteer. If you can lend a hand (even one without a green thumb), please email grounds@fairlingtonvillages.com.

The Yard Sale activity will also be recruiting volunteers; if you are interested, please email activities@fairlingtonvillages.com.



VINTAGE PHOTO BY GUY LAND

Fairlingtonians had plenty of choices at the Spring Yard & Plant Sale in 2023. Get ready for 2024 and spend some dreary winter moments dreaming of the colorful blooms you can purchase on May 4 to beautify your surroundings.

Stay Informed with TownSq

- Get notices related to weather events, such as fallen trees after a storm or Management Office closings.
- Sign up: <https://app.townsq.io/login>.

Designing Renovations

The Interior Renovation Committee (IRC) completed interviewing designers for the renovation of the Association's multi-unit buildings' interior hallways. The IRC's recommendations on a designer for this project were presented to the Board of Directors at its December meeting. We are pleased to share that the Board concurred with the IRC's recommendation of Barbara Lee Design to begin the process of preparing three design options for the Association's consideration for the renovations.

Information on future community engagement in this process will be announced as soon as a timeline has been established. In the interim, if you have any questions, please email irc@fairlingtonvillages.com.

Go paperless with email delivery of the newsletter: ask the [Management Office](#)

AUDIT

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the Association's investments rose by \$28,170.

Deficits in several categories of operating expenditures partially offset these surpluses. FY23 administrative expenses were 5.8% higher than projected due in large part to increased insurance costs. The Association's higher-than-projected interest income also resulted in a 29.9% (\$10,856) unbudgeted increase in income tax expenses. In addition, professional service costs were marginally higher than budgeted as a result of increased legal services expenses.

Contracted services (\$1,185,027), payroll (\$1,060,886), and utilities (\$958,550) continued to be the Association's largest operating expenses in FY23. Contracted services included contracts for trash removal, grounds maintenance, pools, pest control, the patrol service, and janitorial service (for routine

cleaning of the Management Office, Community Center, and our apartment buildings' common area hallways). Payroll expenses encompassed the costs of salaries, payroll taxes, health insurance, and retirement fund expenses for the Association's current staff of 12 administrative, operations, and maintenance employees. Besides water and sewer expenditures, utility spending included the costs of electricity for the management office, community center and pools, and our apartment building hallways and outdoor carriage lights.

During FY23, delinquent and doubtful condo fees increased by \$6,509 to \$83,542 — a delinquency rate of 1% that is excellent by industry standards. Fairlington Villages continues to enjoy one of the lowest delinquency rates in the Washington, D.C. area.

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AUDIT

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Operating Reserves

When FY23's \$276,257 operating surplus is added to FY22's final end-of-year Operating Reserves of \$872,020 (the cumulative total of previous fiscal years' excess operating funds), the Association's Operating Reserves totaled \$1,148,277 at the beginning of FY24. This \$1,148,277 figure is approximately 20.3% of our operating budget of \$5,663,094 for FY24, which began on Oct. 1, 2023, and approximately 12.9% of the total FY24 budget (including \$3,264,674 in Repair and Replacement Reserve contributions) of \$8,927,768.

There is no firm standard governing the funding level for Operating Reserves. Based upon our property's age and history, however, our auditors recommend that Operating Reserves total between 10 and 20 percent of our total annual budget. Given this recommendation, the current level of our Operating Reserves, which is more than 10% of the Association's total FY24 budget, appears to be sufficient. The reserves should cover any unbudgeted snow removal or storm cleanup costs (for example, a \$100,000 "snowmageddon" or wind event like those we have experienced in the past) or other unanticipated operating expenses.

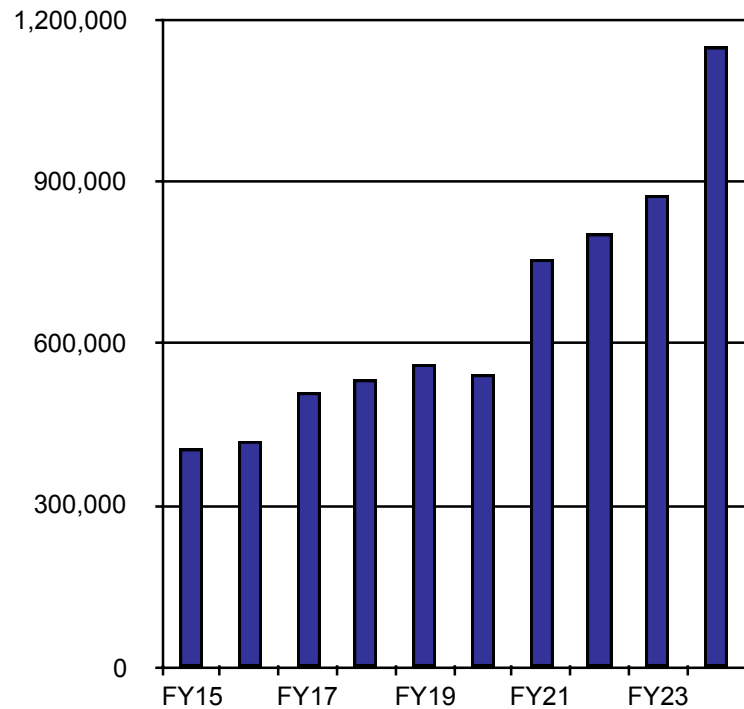
As the two following charts indicate, the level of the Association's Operating Reserves has also improved significantly during the past 10 fiscal years (FY15-24). At the beginning of FY15 our audited Operating Reserves totaled \$402,237 — 5.5% of that year's total annual budget of \$7,369,146. Since that date they have gradually increased to the current level of 12.9% of the FY24 budget.

Repair and Replacement Reserves

The audit report shows that the Association's Repair and Replacement Reserve balance increased from \$7,462,071 at the end of FY22 to \$7,726,316 at the end of FY23. This account funds long-term repair and replacement of major physical assets such as balconies, roofs, building masonry, trash concealment sites, swimming pools, backyard fences, parking lots, and gutters. During FY23 audited

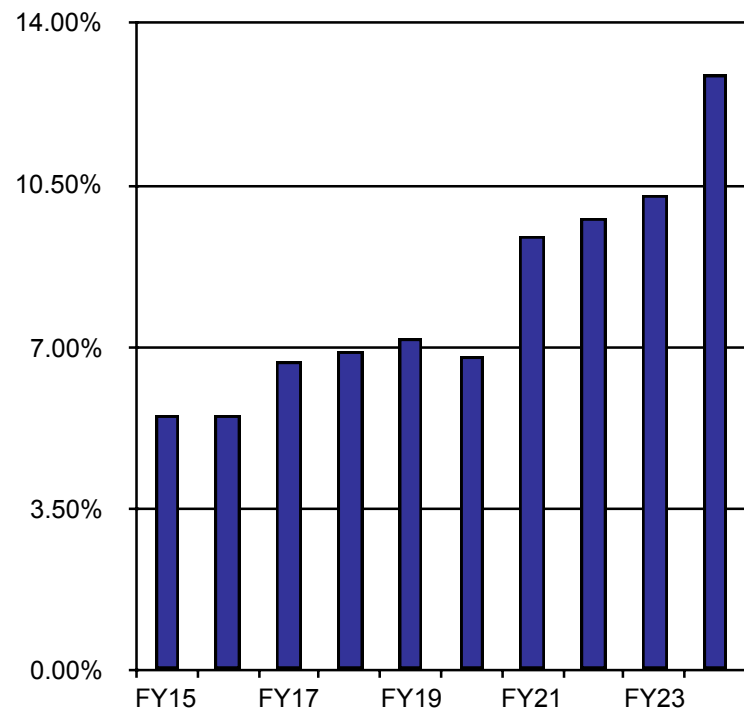
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**Fairlington Villages Operating Reserves
Dollar Amounts (FY15 to FY24)**



Source: FY14-23 Audits

**Fairlington Villages Operating Reserves
Percentages of Annual Budget (FY15 to FY24)**



Source: FY14-23 Audits and FY15-24 Budgets

Activities Around the Village



VINTAGE PHOTO BY ANNE WASOWSKI
Fairlingtonian football fans cheered on their chiefly team last year. We hope you join in for 2024.

Usher in the Big Game with Other Fairlingtonians on February 11

North Fairlington will host a Game Day Party on Sun., Feb. 11, with doors opening at 6 p.m. in the Community Center at 3005 S. Abingdon St. Gather with neighbors for pizza, snacks, and beer to watch the big game broadcast by an LCD projector on a big screen. As of this writing, we do not know which teams will play. We do know that Usher will headline this year's halftime show. Whether you are interested in the football game or simply want to watch the commercials, we hope to see you there!

If you have some spare time to be a team player and can volunteer for the Game Day Party, please email the Activities Committee at activities@fairlingtonvillages.com. Your team spirit is sure to score points with your neighbors!

Speak Up at the Book Club on February 22

Please join us on Thurs., Feb. 22, at 6:30 p.m. at the Community Center to discuss *The Woman They Could Not Silence: One Woman, Her Incredible Fight for Freedom, and the Men Who Tried to Make Her Disappear* by Kate Moore. This is the true story of the "remarkable journey of Elizabeth Packard, a pioneering woman whose indomitable spirit challenged the confines of her time."

Our Thurs., March 28, book discussion will be on *11/22/63* by Stephen King and answer the question: "On November 22, 1963, three shots rang out in Dallas, President Kennedy died, and the world changed. What if you could change it back?" Join us as we explore "this brilliantly conceived tour de force, Stephen King — who has absorbed the social, political, and popular culture of his generation more imaginatively and thoroughly than any other writer — takes readers on an incredible journey into the past and the possibility of altering it."

Please visit our "Fairlington Area Book Readers Group" Facebook page for the latest book selections and details at <https://www.facebook.com/groups/185662778799790/>. If you have questions, please email bookclub@fairlingtonvillages.com.

Meld Your Hearts at Canasta on Wednesdays

Players of all skill levels are invited to join the weekly Fairlington Canasta Club each Wednesday from 10:30 a.m. to 1:30 p.m. in the Community Center. We welcome newcomers! Canasta is a card game where players or partnerships try to meld groups of three or more cards. Please email Mary Ryan at mxryan1024@gmail.com for more details.

ELECTION

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Feb. 7, meeting.

CANDIDATE FORUMS

Two Candidate Forums will be held at the Community Center:

- Sat., Feb. 24, at 10 a.m.
- Wed., March 13, at 7 p.m.

Residents will have an opportunity to meet the candidates and ask questions. All residents are encouraged to attend.

CANDIDATE STATEMENTS

Optional candidate statements submitted by confirmed candidates will be published in our next newsletter.

ELECTION RULES

The Election Rules as adopted by the Board of Directors on Dec. 6, 2023, are available [online](#). If you would like a hard copy, please contact the [Management Office](#).

Notice: Candidates for Board seats are permitted to leave campaign flyers in front of multiunit buildings the weekends of Feb. 17 to Feb. 18, and March 9 to March 10. If you see flyers by your building door, please bring them inside to avoid fly-aways.

ELECTION MARCH 27

The election is held at the Annual Meeting on Wed., March 27, at the Community Center.

At the end of February, all homeowners of record will receive detailed information, a ballot for director positions, and a proxy form. Owners will be able to vote their proxies online. In the March issue of our newsletter, we will provide details on the qualified candidates and review the procedures for voting.

MORE INFORMATION

If you have any questions, please telephone the Management Office at 703-379-1440 or email office@fairlingtonvillages.com.



Manager's Corner

Gregory Roby, General Manager, CMCA®, PCAM®



Holiday Decorations Considered Past Season

As Jan. 15 has passed, any year-end holiday decorations displayed in accordance with the seasonal exception for a variance are no longer permitted. Decoration of the common areas of multiunit buildings or shared porches beyond the year-end season is permitted only with an

approved "Request for Decorating Common Areas Approval Form." There are exceptions for your unit door and floor mats provided there are no alterations or penetrations to the door, jamb, or other parts of the building. If you have any questions, please refer to the [Standard Policy for Decorating Limited-Common and Shared-Common Areas](#) on our website.

Review Your Insurance Coverage

The coming tax season is a great time to review the Association's master insurance policies to determine if you need to change the endorsements to your own HO-6 or HO-3 supplemental policies. Property Coverage under the master policy includes the unit interior walls, original floors, original fixtures, original permanently installed items in the kitchen and bath such as cabinets and counter tops, sinks, commodes, bathtubs, and showers, on a replacement cost basis.

The master policy does not cover any building upgrades by unit owners over the years, such as wallpaper, carpeting, flooring, cabinets, counter tops, or added built-ins. It also does not cover any of the unit owner's or renter's personal property. The policy is subject to a \$50,000 deductible for claims involving water and a \$25,000 deductible for all other perils. The unit owner may be responsible for that deductible under the Association's policy resolution on Insurance Claims-Deductible Responsibility.

Unit owners and those renting should have your own personal insurance policy to cover the following items that are not covered by the Association:

- **Your personal belongings:** Includes items such as furniture, clothing, computers and electronics, jewelry, etc.
- **Building alterations and improvements:** If you install new carpet, change your hardwood flooring, enhance your kitchen, or renovate your bathroom — any upgrade from the original construction as conveyed by the developer is your responsibility to insure.
- **Loss Assessment:** Historically, this coverage protected your responsibility to the condominium

Management Office

Office Location

Fairlington Villages
A Condominium Association
3001 South Abingdon Street
Arlington, Virginia 22206

Hours by Appointment

8:30 a.m. – 5:30 p.m. Monday through Friday
9 a.m. – 2 p.m. Saturday
Closed Sundays and federal holidays

Communications

Telephone: 703-379-1440
General Info Email: office@fairlingtonvillages.com
TownSq: <https://app.townsq.io/login>
Website: www.fairlingtonvillages.com

Staff

Gregory Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Oscar Giron	Administrative Manager
Victoria Gomillion	Office Administrator
Oneyda Campos	Office Administrator

Emergency

After Hours Emergency: 703-600-6000

Patrol Service

To contact security duty officer, call 571-215-3876.

If the patrol service does not answer, the officer will receive a page. If you have not received a return call within 10 minutes, please call again.
Security hours: 8 p.m. – 4 a.m. nightly.

Fairlington Villages Community Center

3005 South Abingdon Street

in the event of certain additional assessments by it including operating loss (to cover revenue shortfall in annual operations) and deductible loss (to reimburse the Association for deductible expense that was the unit owners' responsibility) assessments. Newer policies may separate deductible loss assessment coverage from other assessments. You should ask for this endorsement specifically by name and confirm whether it is included under your "loss assessment" coverage or elsewhere.

- **Personal Liability:** Protects you if a person is injured on your property.
- **Loss of Use:** Covers expenses to relocate to a hotel if your unit needs repairs for damage that makes it uninhabitable.

Please consult with your insurance professional for advice as to the types and limits of any additional coverage that are best for you.

The News is published by
Fairlington Villages,
A Condominium Association

BOARD OF DIRECTORS

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Ad Hoc Turf Care Alternatives
Committee
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Special Commission on Potential
Architectural Changes: Philip Brown
scopac@fairlingtonvillages.com

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Comments, articles, and letters are welcome. The deadline for submissions is the 10th of each month. Please deliver or email materials to the Management Office. The editor reserves the right to edit submissions.

Board Meeting Agenda Wednesday, February 7, 2024

The Board of Directors will meet on Wed., Feb. 7, at 7 p.m. in the Community Center at 3005 S. Abingdon St. Unit owners and residents of Fairlington Villages are welcome and encouraged to attend. Details for virtual attendance may be confirmed with the Management Office the week prior to the meeting: email office@fairlingtonvillages.com or call 703-379-1440.

- I. Residents' Comments (5 minute limit/household)
- II. Call to Order
- III. Establishment of Quorum
- IV. Approval of Minutes – Jan. 3, 2024
- V. Old Business
- VI. New Business
- VII. Reports
- VIII. Other Business
- IX. Confirmation of Next Board Meeting – March 6, 2024
- X. Adjournment of Meeting

The full Agenda will be posted at www.fairlingtonvillages.com one week prior to the Board meeting. The full Agenda and the Board Book are available for review electronically on TownSq, via email by request at office@fairlingtonvillages.com, or by appointment at the Association's Management Office at 3001 S. Abingdon St. beginning the Thursday prior to the regular Board meeting.

Review the Draft Egress Window Policy

At its Jan. 3 meeting, the Board accepted a draft policy from the Special Commission on Potential Architectural Changes and added specifications from Facility Engineering Associates, P.C. (FEA). The policy would allow for the installation of egress windows in the lower levels of units. The draft policy is being circulated throughout the community for review and comment. Also included for community review is an Engineering

Report from FEA confirming that the Association's buildings are capable of being altered for purposes of installing new fenestration without jeopardizing those building's structures.

You can find the draft policy [online](#). To comment on the proposed draft policy and/or the Engineering Report, please email scopac@fairlingtonvillages.com by Tues., Feb. 6.

From the Balcony

The Ad Hoc Balcony Committee is developing recommendations for policy updates regarding items that can be placed on balconies. The committee is considering the following: plants and hanging baskets, decorations, umbrellas, hammocks, grills, lighting, privacy fences, floor coverings, and more.

Recommendations will balance safety, minimizing damage to property, liability, and the free expression of residents.

Committee recommendations will be shared with the Board later this spring. Please email balcony@fairlingtonvillages.com with questions or comments.

Board Meeting Highlights

The Board held a regular meeting on Jan. 3, 2024. The following are highlights.

New Business

A. FY23 Audit Review & Acceptance: Mr. Reem moved the Board accept the FINAL DRAFT of Johnson, Bremer & Ignacio, CPAs, P.C. audit of the Association's fiscal operations ending Sept. 30, 2023. Passed 9-0.

B. FY24 Audit & Tax Return Preparation Services: Mr. Reem moved the Board authorize Management to contract with Johnson, Bremer & Ignacio, CPAs, P.C. to prepare annual audits of the Association's financial statements and federal and state income tax returns, as set forth in its engagement letter, for FY24 at a total cost of \$18,200 (Tax Returns: \$1,000; Annual Audit: \$17,200). Passed 9-0.

C. Egress Windows Policy – Discussion & Approval for Distribution: Mr. Torres moved the Board accept the DRAFT policy on the installation of egress windows prepared by SCOPAC and as amended by the Board to include Facility Engineering Associates, P.C. specifications concerning new fenestration as a part of the draft policy language; and directs that it be published to the community and forwarded to Association Counsel for review and comment. Passed 9-0.

D. 2024 IT Managed Services Agreement – Renewal: By unanimous consent, Item D was removed from the Agenda when it was adopted at the beginning of the meeting.

E. FY24 Annual Meeting Election Administrator: Mr. Torres moved the Board agree to payment of a retainer in the amount of \$3,000 to Dave Clark, Esq., of Clark Legal Solutions, Inc., to establish an account against which Mr. Clark will bill the Association on an hourly basis for performance of the role and responsibilities as Fairlington Villages Election

Inspection. Passed 9-0.

F. FY24 Masonry Project – Phase 10: Ms. Dies moved the Board authorize Management to enter a contract with American LC and Facility Engineering Associates, P.C., for the 2024 Masonry Repair Project as follows: Masonry Repairs (American Restoration): \$421,750; Consulting and Construction Assurance/Contract Administration (FEA): \$28,000; Total: \$449,750. Passed 9-0.

G. FY24 Ward IV Backyard Fence Replacements – Phase 4: Ms. Volpone moved the Board authorize the General Manager to

enter a contract with Long Fence for Phase 4 of the Backyard Fence Replacement Project at a total cost of \$819,880. This amount includes \$50,000 in allowances as described in the memorandum. The fences will be built with Western red cedar with pressure-treated pine posts. Passed 9-0.

H. FY24 Pitched Roof Replacement: Ms. Weaver moved the Board authorize Management to contract with Northern Virginia Roofing for the FY24 roof replacements, in accordance with the recommendation and proposal, at a total cost of \$398,680. Passed 9-0.

AUDIT

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Repair and Replacement Reserve contributions totaled \$3,171,865. Audited reserve spending totaled \$2,907,620, including expenditures on building masonry repairs, renovation of Pool House 1, parking lot renovation, and slate roof, backyard fence, and perimeter fence replacement.

The Board increased condominium fee-funded contributions to Repair and Replacement Reserves at the rate of 6% per year in FY10-16, and programmed additional increased contributions of 1% per year in FY17-19. In March 2019, as required by Virginia Condominium Act, the Association completed a five-year reserve study update that made recommendations regarding future fiscal years' Repair and Replacement Reserve contributions. The Board accepted the study at its April 2019 meeting and incorporated the report's recommendation that reserve contributions continue to be increased by 1% per year into the FY20 budget. With the exception of FY21, when reserve contributions were reduced by \$128,217 (4%) to ensure there

was no condo fee increase during the first year of the COVID-19 pandemic, these 1% annual increases have been implemented each fiscal year. At its September 2023 meeting the Board commissioned another five-year reserve study update that will be completed in March 2024 and will make recommendations regarding the future Repair and Replacement reserve contributions required to complete the projects needed to maintain our aging, historic property and keep Fairlington Villages competitive in the Northern Virginia real estate market.

Obtaining an Audit Copy

A copy of the FY23 audit has been posted on [TownSq](#). Once you have logged in to [TownSq](#), simply select "Documents" under the "Tools" tab on the far left of your screen. Homeowners may also obtain a copy of the audit report by contacting the Management Office via telephone at 703-379-1440 or email office@fairlingtonvillages.com.

— Harold Reem, Treasurer

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 Fairlington Villages, A Condominium Association
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 February 2024

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11 Game Day 6 p.m.	12 Grounds Committee 7 p.m. Hybrid	13 Ad Hoc Turf Care Alternatives Committee 7 p.m. Hybrid	14 Canasta Club 10:30 a.m.– 1:30 p.m. Community Center	15 Architectural Control Committee 7 p.m. Community Center	16	17
18	19 OFFICE CLOSED TRASH WILL BE PICKED UP	20	21 Canasta Club 10:30 a.m.– 1:30 p.m. Community Center	22 Book Club <i>The Woman They Could Not Silence</i> 6:30 p.m. Community Center	23	24 Candidates' Forum No. 1 10 a.m. – 12 p.m. Community Center
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Meetings subject to change, please contact the Management Office to confirm.