

**FAIRLINGTON MEWS COUNCIL OF CO-OWNERS**  
**ANNUAL MEETING**  
**Fairlington Community Center**  
**Thursday June 28, 2018**  
**7:00 p.m.**

**BOARD MEMBERS PRESENT**

Renee Powlette, President  
Billy Elgert, Vice President  
Lori Stuntz, Treasurer  
Jackie Livingston, Secretary

**MANAGEMENT PRESENT**

Sabiha Noorzai-Barbour, CMC Portfolio Manger  
Kemi Ojumu, Recording Secretary

**CALL TO ORDER**

Ms. Powlette called the meeting to order at 7:01 p.m. noting that a quorum was met with four (4) Board members present.

**ESTABLISHMENT OF QUORUM**

Ms. Powlette announced a quorum of the common element interest was met with 51.79% of the membership represented either in person or by proxy; therefore business of the Annual Meeting could be conducted.

**PROOF OF NOTICE**

Ms. Powlette confirmed that notice of the 2018 Annual Meeting was mailed to each unit owner on May 24, 2018.

**APPROVAL OF 2017 ANNUAL MEETING MINUTES**

**MOTION:** Ms. Jennifir Birtwhistle **MOVED** to approve the 2017 Annual Meeting Minutes as presented. The motion was **SECONDED** by Ms. Charlotte Krabel and **PASSED** by unanimous consent.

**PRESIDENT'S REPORT**

Ms. Powlette thanked everyone for coming to the 2018 Annual Meeting and proceeded to introduce Ms. Sabiha Noorzai-Barbour, the CMC property manager, and Mr. Steve Burcham, the property maintenance staff. She thanked him for his hard work all year long. Ms. Powlette introduced Ms. Judith Guerny, the landscaping chair and thanked her for all her hard work for how good the community grounds look and for focusing on the maintenance of the community's trees. She also introduced Ms. Kim Whittet, the recreation committee chair, and thanked her for doing the registration for pool passes and the recent pool party.

Ms. Powlette thanked her fellow Board Members: Ms. Jackie Livingston, who created the community website, Ms. Lori Stuntz, who reviews the financials every month to look for errors and corrections, and Mr. Billy Elgert, who provides excellent construction advice.

#### Fence Project Update

The fence post caps need to be selected and letters and numbers for each home still need to be put on some fences as well. The Court #6 fence need to be completed and there is a retaining wall that needs to be rebuilt.

#### Verizon FiOS

As new homeowners get Verizon FiOS service there are cables lines being left above ground instead of being buried so the Board has had service halted until this can be resolved. Also the representative from Verizon stated that they want to install a small 5x5 box to every unit to house their routers but this was not previously agreed upon so this needs to be reviewed by the Board before they proceed.

Ms. Powlette stated that there is a problem with squirrels within the community as they are eating fences, patios, and patio furniture because some homeowners are feeding the squirrels and it is against the law to feed wild animals. She addressed the visitor parking spots issues. There are only a few courts that have visitor's spots and they should be used responsibly to allow for all residents to be able to utilize them. Lastly, Ms. Powlette mentioned that Court reps are needed for Court #7 & Court #11 and inquired if there is any interest in having a wine tasting outside the pool area, and stated that there are about 300 homeowners on the community's Facebook page.

#### Treasurer's Report

Ms. Stuntz stressed the need for volunteers to join the Finance Committee because currently Lori is the only member and she needs other residents to have input on how the community's funds are being spent.

#### **ELECTION OF INSPECTORS OF ELECTION**

Ms. Powlette called for any residents present that wanted to serve as volunteers to inspect the ballots for the Board of Director's election. Ms. Kim Whitten and Ms. Sam Hamel volunteered to inspect the voter ballots.

#### **ELECTION OF DIRECTORS**

##### Introduction of Candidates

There were three open positions; two for a three-year term and one for a one-year term. The Candidates, Mr. Ryan Hamel, Ms. Jennifir Birtwhistle and Ms. Renee Powlette introduced themselves to the residents in attendance and spoke briefly about their qualifications and interest in running for a position on the Board of Directors.

##### Nominations from the Floor

Ms. Powlette called for any nominations from the floor. Hearing none, nominations from the floor closed.

## **PRESENTATION OF BUDGET**

Ms. Stuntz reviewed the FY18 draft budget that included a 0.5% increase in annual condo fees and provided information and handouts to residents to support this recommendation. The handouts provided information on the monthly assessment rates, the member's equity summary, and replacement reserves. She also mentioned the recent work that has been completed within the community such as the woodwork needed when the gutters were replaced, the fence project, and the need to increase the landscaping budget to maintain the grounds of Fairlington Mews. She stated that the new reserve study has been completed and encourage homeowners to review it. Ms. Stuntz and the board addressed questions and comments from the floor.

**MOTION:** Ms. Kay Yancey **MOVED** to approve the FY18 draft budget as presented with the 0.5% increase in homeowner's annual fees. The motion was **SECONDED** by Ms. Kim Whittet and **PASSED** by unanimous consent.

## **GENERAL DISCUSSION**

The board opened the floor to residents to discuss issues, concerns, and general inquiries. Topics of discussion included:

- A resident inquired about the plan for replacing all of the shutters within the community.
- A resident questioned how many roofs have been replaced so far.
- A resident questioned if front stoops can be repaired instead of replaced.
- A resident questioned if they are allowed to paint the newly installed fences.
- A resident complained about someone that is constantly parking in the visitor's space and would like to know what can be done to prevent this from continuing to occur.
- A resident questioned if there were any products that the fences can be coated with to protect them.
- A resident inquired about providing a winterized restroom at the pool for the onsite maintenance staff during the winter season.
- A resident mentioned that a survey group will be coming to the community to take a survey of the Verizon FiOS services.
- A resident stated that the Verizon workers tore up the grass around their installation sites and wants the Board to let them know that the landscaped area needs to be put back to its original state.
- A resident stated that the entrance to Court #1 has a major drainage issue and a huge puddle forms whenever it rains, so a drain needs to be put in to correct this issue.
- A resident inquired if there was a place where homeowners can list suggestions or complaints they want addressed by the Board.
- A resident inquired if there was a plan in place to treat for mosquitos within the community.
- A resident suggested getting bats to be released around Fairlington Mews to chase away unwanted bugs.
- A resident mentioned that his fence is beginning to warp at the bottom.
- A resident questioned if the wood of the new fences is attracting the squirrels and if it's not treated is that why squirrels are eating them.
- A resident inquired if the rat problem within the community has been mitigated.

### **ELECTION RESULTS**

Mr. Ryan Hamel, Ms. Jennifir Birtwhistle, and Ms. Renee Powlette were elected by acclamation to the Board of Directors.

### **BALLOT DESTRCUTION**

**MOTION:** Ms. Gretchen Martin **MOVED** to approve the decision to destroy the 2018 Annual Meeting ballots within 30 days of the annual meeting. The motion was **SECONDED** by Ms. Kay Yancey and **PASSED** by unanimous consent.

### **ADJOURNMENT**

**MOTION:** Ms. Janice Peters **MOVED** to adjourn the Board of Directors meeting at 7:54 p.m. The motion was **SECONDED** by Ms. Mary Ann Ryan and **PASSED** by unanimous consent.

Respectfully Submitted by:  
Kemi Ojumu, Recording Secretary