

**FAIRLINGTON MEWS COUNCIL OF CO-OWNERS  
BOARD OF DIRECTORS MEETING  
Fairlington Community Center  
Thursday August 22, 2019  
7:00 p.m.**

**BOARD MEMBERS PRESENT**

Renee Powlette, President  
Gabe Butler, 1<sup>st</sup> Vice President  
Ryan Hamel, 2<sup>nd</sup> Vice President  
Lori Stuntz, Treasurer  
Kimberly Whittet, Secretary

**MANAGEMENT PRESENT**

Crystal Williams, CMC Portfolio Manager  
Kemi Ojumu, Recording Secretary

**OTHERS IN ATTENDANCE**

Fern Birtwistle  
Sue Davis

**CALL TO ORDER**

Ms. Powlette called the meeting to order at 7:00 p.m. noting that a quorum was met with five (5) Board members present.

**RESIDENT FORUM**

- None

**APPROVAL OF MINUTES – July 25, 2019**

**MOTION:** Ms. Stuntz **MOVED** to approve the minutes of the July 25, 2019 Board of Directors meeting as presented. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

**MATTERS FOR BOARD DECISION**

Variance Request

**MOTION:** Mr. Hamel **MOVED** to ratify the Variance Request for Account #00425-5806 to perform kitchen renovations. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

Variance Request

**MOTION:** Ms. Whittet **MOVED** to approve the Variance Request for Account #00451-2785 to reinstall a non load bearing wall that was previously removed. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

## **MATTERS FOR BOARD DISCUSSION/INFORMATION**

### **Landscaping**

The Landscaping Committee discussed having a grub prevention application performed throughout the community. They also mentioned the upcoming mulching that will occur in the fall. The committee has spoken with an arborist to conduct a tree survey throughout the community in which he will walk the entire property to survey, observe, and tag each tree. This is done to benefit the community by being able to identify each tree's type, and what work has been performed on each tree. The landscaping committee inquired if a letter can be placed on the website to inform the community to water their plantings. Lastly the committee would like to post at least once per month to the website about general landscaping information and wants to build community involvement by hosting a quarterly involvement event.

**MOTION:** Mr. Hamel **MOVED** to approve the proposal from Nate Erwin to perform a tree study for the entire Fairlington Mews community in the amount of \$800.00. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

## **OFFICER REPORTS**

**President:** No Report.

**Treasurer:** Fairlington Mews has a July year end so as of the time of the Board meeting the July Financial Statements were not available. The financials reflect that as of June 2019, the Association's Total Cash and Investments are \$2,066,129.00, Year to Date Income is \$961,858.00, Year to Date Expenses are \$944,121.00, and the Year to Date Net Income is \$13,195.00.

## **COMMITTEE REPORTS**

**Landscape:** See "Matters for Board Discussion"

**Newsletter:** Ms. Whittet will begin work on the fall newsletter and has asked the community to submit any information they would like published.

**Recreation:** No Report.

**Pool:** No Report.

**Finance:** See "Treasurer's Report".

## **ESTABLISHMENT OF NEXT BOARD MEETING**

The next monthly Board meeting is scheduled for September 26, 2019.

## **EXECUTIVE SESSION**

**MOTION:** Ms. Whittet **MOVED** to convene into a closed Board Executive Session at 7:27 p.m. to discuss the management contract. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

**MOTION:** Mr. Butler **MOVED** to reconvene from Executive Session at 8:19 p.m. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

**ADJOURNMENT**

**MOTION:** Ms. Stuntz **MOVED** to adjourn the Board of Directors meeting at 8:20 p.m. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

Respectfully Submitted by:  
Kemi Ojumu, Recording Secretary