

**FAIRLINGTON MEWS COUNCIL OF CO-OWNERS
BOARD OF DIRECTORS MEETING
Fairlington Community Center
Thursday December 5, 2019
7:00 p.m.**

BOARD MEMBERS PRESENT

Renee Powlette, President
Gabe Butler, 1st Vice President
Ryan Hamel, 2nd Vice President
Lori Stuntz, Treasurer

BOARD MEMBERS ABSENT

Kimberly Whittet, Secretary

MANAGEMENT PRESENT

Lisa Gardner, 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 four (4) Board members present.

RESIDENT FORUM

- No resident comments.

APPROVAL OF MINUTES – October 24, 2019

MOTION: Mr. Hamel **MOVED** to approve the minutes of the October 26, 2019 Board of Directors meeting as presented. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

MATTERS FOR BOARD DECISION

Environmental Enhancements 2020-2022 Contract

MOTION: Mr. Butler **MOVED** to approve the 2020-2022 Landscaping Contract from Environmental Enhancements Inc. for the community landscaping services from 1/1/2020 – 12/31/2022 in the amount of \$60,236.28. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

Ratify – Merrifield Garden Center Proposal

MOTION: Ms. Stuntz **MOVED** to ratify the landscaping proposal from Merrifield Garden Center for planting labor and soil amendments in the amount of \$ 3,417.44. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

Environmental Enhancement – Turf lime Treatment

MOTION: Mr. Hamel **MOVED** to approve the proposal from Environmental Enhancements for turf lime treatment throughout the community in the amount of \$1,815.98. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

OFFICER REPORTS

President: Ms. Powlette stated that caroling will take place within the community, the date will be determined by the recreation committee. She also mentioned that there have been complaints concerning a resident that is making a bonfire in the common area. Arlington County does have codes of conduct for open flames to not be within 15 ft. from any home. Lastly in Court #13 there is a leak in an upstairs unit that is affecting a downstairs unit but the homeowner of the downstairs unit is not allowing the association entry to assess the damage.

Ms. Powlette stated that concerning recycling, all the board presidents of the Fairlington met two months ago to discuss the recycling topic and she wanted to bring the information to the board's attention as an option for what the other associations are doing. They also reviewed the new management contract to make some adjustments.

Treasurer: The 2018-2019 audit has begun.

COMMITTEE REPORTS

Landscape: The committee co-chairs stated that the community tree tagging has been completed and they were able to attend a native tree symposium and believe that Fairlington Mews should switch to native planting going forward.

Newsletter: No Report.

Recreation: No Report.

Pool: No Report.

Finance: See "Treasurer's Report"

EXECUTIVE SESSION

MOTION: Mr. Butler **MOVED** to convene into Executive Session at 7:30 p.m. to discuss the community management contract and to convene with legal counsel. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

MOTION: Mr. Butler **MOVED** to reconvene into open session at 7:35 p.m. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

MOTION: Mr. Butler **MOVED** to convene into Executive Session at 7:41 p.m. to convene with legal counsel. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

MOTION: Mr. Hamel **MOVED** to reconvene into open session at 8:08 p.m. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

EXECUTIVE SESSION DECISION

Mr. Steve Burcham Holiday Bonus

MOTION: Mr. Hamel **MOVED** to approve the Holiday Bonus for Mr. Steve Burcham in the amount of \$2,000.00. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

ESTABLISHMENT OF NEXT BOARD MEETING

The next monthly Board meeting is scheduled for January 23, 2020.

ADJOURNMENT

MOTION: Mr. Hamel **MOVED** to adjourn the Board of Directors meeting at 8:09 p.m. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

Respectfully Submitted by:
Kemi Ojumu, Recording Secretary