

**FAIRLINGTON MEWS COUNCIL OF CO-OWNERS**  
**BOARD OF DIRECTORS MEETING**  
**Fairlington Community Center**  
**Thursday February 27, 2020**  
**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

**MANAGEMENT PRESENT**

Justin Field, NRP Portfolio Manager  
Kemi Ojumu, Recording Secretary

**OTHERS IN ATTENDANCE**

Judith Guerny  
Sue Davis

**CALL TO ORDER**

Ms. Powlette called the meeting to order at 7:00 p.m. noting that a quorum was met with three (3) Board members present.

**RESIDENT FORUM**

- No resident comments.

**APPROVAL OF MINUTES – January 23, 2020**

**MOTION:** Mr. Hamel **MOVED** to approve the minutes of the January 23, 2020 Board of Directors meeting as presented. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

**COMMITTEE REPORTS**

**Landscape:** The Committee discussed the proposed landscaping project on King Street.

**Change in Attendance**

*Mr. Gabe Butler arrived at 7:09 pm.*

**Environmental Enhancement Proposal**

**MOTION:** Mr. Hamel **MOVED** to approve the landscaping proposal from Environmental Enhancements in the amount of \$ 367.00. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

**MANAGEMENT REPORTS**

Management presented a list of items they have been working on since the last Board meeting.

### Financial Report

The January 2020 financial report was not available at the time of the Board meeting. The statement will be sent to the Board via email once completed.

### NEW BUSINESS

#### Draft FY2019 Audit

**MOTION:** Ms. Stuntz **MOVED** to approve the FY 2019 draft audit from the Goldklang Group. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

#### 2018 Tax Returns

Management presented the 2018 Federal Tax Return to the Board for signatures.

#### Association Credit Card

Management presented the Board with information on obtaining a new community credit card.

#### Ratify – Trash Contract

**MOTION:** Mr. Hamel **MOVED** to ratify the contract with Capitol Services of Virginia, Inc. for trash removal services beginning on 3/1/2020 through 2/28/2024 in the amount of \$ 3,650.62 per month with built in annual escalators of 1% in 2021, 2% in 2022, and 1% in 2023. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

#### Ratify – Rejuvenation Pruning

**MOTION:** Mr. Butler **MOVED** to ratify the contract with Environmental Enhancements for rejuvenation pruning in the amount of \$6,558.45. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

#### Board Action

**MOTION:** Mr. Hamel **MOVED** to accept Ms. Kim Whittet's letter of resignation effective February 27, 2020. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

#### 4636 S. 34<sup>th</sup> Leak

The discussed the persistent water leak of 4636 S. 34<sup>th</sup> Street and the repairs that the current homeowner's have to perform to mitigate the damages it has caused to their unit.

#### Crime and D&O Coverage

The Association's Crime and Directors & Officers coverage is expiring as of 4/1/2020. Management was advised to recommend renewing the policy with the existing carrier for another year and next year a proposal will be provided for all of the Association's policies.

#### Sundek Pool Repairs Proposal

**MOTION:** Mr. Hamel **MOVED** to approve the proposal from Sundek of Washington to perform general repairs around the pool in the amount of \$ 1,650.00. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

### Merrifield Garden Center King Street Rejuvenation Proposal

**MOTION:** Mr. Hamel **MOVED** to approve the proposal from Merrifield Garden Center for the spring 2020 Kind Street Rejuvenation Project and stump removal in an amount not to exceed \$16,000.00. The motion was **SECONDED** by Mr. Hamel and **PASSED** by unanimous consent.

### Erosion Control

**MOTION:** Mr. Butler **MOVED** to approve the Landscaping Proposal from Mr. Nate Erwin, Entomologist to install a conservation garden along the 115 length of the tennis court and along the 60 width of the tennis court in the amount of \$2,475.00. The motion was **SECONDED** by Ms. Stuntz and **PASSED** by unanimous consent.

### Transition Status

Management provided a status update to the Board on their current position within the transition. The follow topics were discussed; Assessment Accounts, Utilities, Budget Conversion, Resale Disclosure Documentation, Administrative Calendar, and Vendor Contact Information.

### Kolas Contracting Proposal

**MOTION:** Ms. Stuntz **MOVED** to approve the proposal from Kolas Contracting to replace and paint the dormer window opening and window wall at 4678A 36<sup>th</sup> Street S in the amount of \$750.00. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

### **OFFICER REPORTS**

**President:** Ms. Powlette stated that many residents have not received their annual assessment coupons yet to make payments to the new management company. She also provided an update on the homeowner that has damage from a water leak as she has agreed to let a repairman in on Friday February 28th so the damage can be assessed for insurance purposes. Lastly she stated that exiting from Courts 2, 3, 4, 13, 14, & 15 the sight lines are very bad which make them dangerous so a homeowner has requested mirrors to be placed adjacent to the blind spot to aide with this issue.

### **ESTABLISHMENT OF NEXT BOARD MEETING**

The next monthly Board meeting is scheduled for March 26, 2020.

### **ADJOURNMENT**

**MOTION:** Mr. Hamel **MOVED** to adjourn the Board of Directors meeting at 7:51 p.m. The motion was **SECONDED** by Mr. Butler and **PASSED** by unanimous consent.

Respectfully Submitted by:  
Kemi Ojumu, Recording Secretary