

MINUTES OF THE ANNUAL MEETING OF THE BOARD OF DIRECTORS
AND COUNCIL OF CO-OWNERS OF FAIRLINGTON MEADOWS
SOUTH FAIRLINGTON COMMUNITY CENTER
3308 S. Stafford Street, Arlington, VA 22206
OCTOBER 18, 2016

- IN ATTENDANCE** John Thurber - President
Mary Ellen Finigan - 1st Vice President
Lisa Farbstein - 2nd Vice President / B&G Liaison
John Sitton - Secretary
Bill Russell - Treasurer
Diane Thurber - Recording Secretary
Dwayne Frazier - Portfolio Manager, CMC
Approximately 50 Members of the Community
- CALL TO ORDER** Mr. Thurber called the meeting to order at 7:00 p.m.
- PRESIDENT'S ACKNOWLEDGEMENTS** Mr. Thurber offered welcoming remarks and introduced the other members of the of Directors, as well as Dwayne Frazier, our Portfolio Manager. Also recognized were Diane Thurber, Recording Secretary for the Board; Craig Robbins, Maintenance Manager; Ricky Henderson, Maintenance Assistant; Martha Hulley, Meadows Messenger Editor; Lisa Farbstein, for managing the Association's Facebook page; and Ron Patterson, Association webmaster.
- AGENDA** Mr. Thurber presented the Meeting Agenda, which included completing Bylaw formalities; a comprehensive overview of the state of the Association; discussion and approval of the 2017 proposed Budget; Committee reports; and the election of one Director.
- PROOF OF NOTICE** Notice of the meeting was effected by the following means: formal mailing from CMC with attachments, including President's Letter, President's Budget Report, Budget Summary, Agenda, and proxy card; prominent postings on Association's website and Meadows Facebook page; posting on sandwich board in "the circle" on S. Stafford Street; article in Meadows Messenger newsletter; multi-media alert through Homeowner Link emergency notification service; and reminders via Court Chairs.
- QUORUM AND ROLL CALL** The registration process, including proxies, both printed and electronic, was sufficient to reach quorum of 53 percent. Mr. Thurber thanked the Court Chairs for their efforts to secure proxies in advance of the meeting via email and door-to-door canvassing. Oral roll call was waived, as it was achieved by the registration process.
- READING AND APPROVAL OF 2015 MINUTES** Mr. Thurber made a MOTION that by GENERAL CONSENT oral reading of the minutes of the 2015 Annual Meeting be waived and that said minutes be approved as submitted. No objection. Motion CARRIED.
- INSPECTORS OF THE ELECTION** Mr. Thurber made a MOTION that by GENERAL CONSENT Carcel Hermogenes of CMC and resident Virginia Mathes be approved as Inspectors of the Election. No objection. Motion CARRIED.
- STATE OF THE ASSOCIATION** The state of the Association is very good. We have a balanced Budget, and reserves are back where we want them. In 2007 reserves were at \$1.4million, then we spent \$1million over the next four years to reline our sewer laterals and on repairs to the property necessitated by wind- and snowstorm damage not covered by insurance. Since 2010, we have been able to bring the reserves back up to \$1.5million. We will continue to build up the reserves because as the property continues to age, we will need to make more repairs and replacements. Last year, the Board reported that we had had a series of fires – six over a period of six months. Happily, since last year there have been no more fires or vandalism of the common areas, but we remain alert. There have been a number of vehicle break-ins in Fairlington (not just in the Meadows), most of which occurred when doors were left unlocked.
Introduction of Director Bill Russell, who has been acting as the Board's liaison with the Fire and Police Departments, particularly during the period of time the outside burnings were

occurring, and he has developed good working relationships with the Fire Marshal and police officers; there are personnel specifically assigned to Fairlington. Mr. Russell noted that Fairlington is a fairly low crime area, and added that the vehicle break-ins consist mainly of change being stolen and vehicle contents ransacked. Extended thanks to both the police and fire departments for their responsiveness.

Zika: The Board is looking at this issue, and will work with the County when and if that is needed. Mr. Russell has developed an initial plan for the Board's review. We don't want to do preventative spraying, which can lead to insecticide resistance; instead, our primary emphasis will be on education and eradication, mostly within patios and other places where sources of standing water exist.

Board meetings are held on the third Wednesday of the month, and there are generally nine or ten a year, plus the Annual Meeting. Following Executive Session, meetings are open to residents and, once approved, highlights of the minutes are posted on the Association's website. The website was established in 2005, and has received over 25,000 visits since inception. It is a great resource for residents, and contains the Association's governing documents, notifications, announcements of social events, and contact information for the Board, management, and committees.

Homeowner Link: Residents are encouraged to register for Homeowner Link on the Association's website; this is beneficial service provided to residents, and there is no extra charge beyond the annual fee paid by the Association. We currently have only about 50% participation, but would like that number to be 100%.

Management: CMC has been our management company for many years; the Board is generally pleased with their services, and with the people they assign to us. Mr. Frazier has been our Portfolio Manager since 2012, and serves as the interface between the Board and the homeowners. Members of the Board recently met with CMC upper management to renegotiate the terms of our contract (we are halfway through a 5-year contract), including a fixed annual fee until 2022 – an amount lower than the current contract – realizing for us a savings of at least \$26,000.00 over the next five years.

Safety is very important to the Board. We do not want anyone getting hurt, and the maintenance crew is particularly aware of this. They receive and sign off on safety training every six months, on a variety of topics. Our insurance carrier supports our doing this, and it helps keep our insurance rates stable. Residents are encouraged to report to management or to the maintenance crew such things as uneven sidewalks (even if owned by the County), low-hanging or broken tree branches, or anything else that could present a safety issue.

Unit Renovations: The Board approves many home improvement projects throughout the year, including windows. Two years ago there were 36 requests for replacement windows, last year there were 40, this year, 7. New windows provide energy savings to the homeowner, enhance curb appeal, and also keep painting costs down. Pursuant to the Bylaws, improvements over \$1,000.00 must be reported to the Board in advance. One of the many benefits of this is that it lets the Board and maintenance know what work is taking place on the property, so contractor behavior can be monitored.

Roofs: The buildings were constructed in 1942; therefore, some roofs are 74 years old. Most of the roofs are slate, and will last a very long time if treated properly. We require the painters to use a cherry picker to reach the dormers so they don't walk on the roofs. We budget for 1-1/2 roof replacements per year at an average cost of \$100,000.00, depending on size. That's not inexpensive, but slate lasts, it looks nice, and it is important to our designation as a historic district. We just completed a roof in Court 9, and may try to do two small ones in 2017. Roofs are re-evaluated after winter because, depending on many factors, priorities may shift. Katchmark does quality roofing, and we have been using them for many years. In 2016 we spent approximately \$220,000.00 on roofs, with one complete replacement and a lot of woodwork, slate repairs, and gutter and downspout replacements. The Association is responsible for repairing and replacing the roof slates, but anything under the slate is the responsibility of the homeowner. We are constantly assessing and maintaining the roofs in order to prevent leaks, which lead to rotting and other serious problems. Residents may see Katchmark on property a lot; often they are performing a "full day of work," which consists of several small projects, for a set fee. Roof work is covered by our reserves.

Painting: Painting is done annually, based on four "quadrants"; also addressed at that time in the designated courts are caulking, rotten wood, fences and shutters. Courts 1, 2, 11, 12 and 13 were in this year's painting cycle; in 2017 it will be Courts 3, 14 and 15. We used the same painter for a number of years, but felt that quality was becoming inconsistent in a few areas recently (partly due to crew size) so the Board selected a new contractor for 2016, Reston Painting. They are currently working in Court 2; Mr. Robbins is monitoring their work, and reports that they are doing a good job.

Insurance: Our master policy is still with USI, and Theresa Melson is our agent. A former Meadows Portfolio Manager, she knows our property and shops around with various providers in order to present us with a package that perfectly meets our needs. Industry-wide and nationwide, premiums are spiking because of natural disasters, and some rates are going up 5, 10, even 15% annually. Last year

we saw an increase of 3%, and 3% again this year, which is very good. When requested, Ms. Melson meets with the Board to answer questions about certain coverages and explain any issues that may be unclear or complicated.

Exterior Architectural Criteria: This document is on the website. It covers everything (e.g., doors, patios, lighting, gates) in order to help maintain the uniform, Colonial look of the property. Residents should refer to the EAC when contemplating a remodeling project.

Reserve Study: A reserve study is required by law every five years. It helps the Board project what needs to be done in the future and how much to collect through the Budget every year in order to maintain the infrastructure. The study revealed that we should add at least \$420,000.00 to the reserves each year; the 2017 Budget adds \$548,325.00. One reason for this additional amount is that we are buying back the equity we gave up when we completed the sewer lateral relining project. We need to have as much in the reserves as we can, so "more is better."

Snow Removal: The Board was very dissatisfied with the delayed snow removal efforts last season, as the community waited two full days for service, and there was neither contrition nor offer/gesture of good will. As a result, we are switching to Cutter Landscapes, Inc. to provide this service. Cutter is a local company, with a focus in Alexandria and South Arlington. They have a good inventory of equipment, which is staged near T.C. Williams High School and in Shirlington, which is important in terms of getting to the property in a timely manner, and because we are charged "portal to portal."

Gutter Cleaning: The calendar of routine maintenance projects kept by the maintenance crew includes regular gutter cleaning, with additional attention paid to known "problem" areas. Gutters become clogged with leaves and pine needles, so it's important to keep trees trimmed away from the roofs. If residents notice any problems, they are asked to call (703) 820-6799.

Playground: The playground was re-mulched. We saved a considerable amount of money by ordering the mulch ourselves, and the maintenance crew laid it down.

Basketball Court: The crew repaired cracks in the basketball court; they then seal-coated the surface and painted on a hopscotch outline.

Parking Lots: Crack sealing, restriping and re-stenciling were completed this past summer. Filling in cracks periodically prevents them from expanding or "alligating," which is a much larger problem. It would be nice if the paint lasted longer, but all contractors appear to agree that two years is about the most you can expect. Residents cooperated in moving their vehicles, so the tow truck we were required to have on standby was not needed.

Walkways: In the interest of safety, cracked and uneven sidewalk panels are replaced as needed. We also have added split rail fences to areas where sidewalks drop off.

FiOS: The Board is in negotiations with Verizon for the installation of FiOS on the property, which is fiber optic cable rather than copper wires. Once the agreement was signed, Verizon came onto the property and conducted a site survey; they mapped out the areas, so we know exactly where all of the lines, boxes and other components will be located. They are currently running the trunk lines through the main thoroughfares into the different communities. Unlike Comcast, Verizon will install the infrastructure throughout the property to each individual unit (not just to those who subscribe). In the case of B-buildings, they will install a brick-colored conduit for the wires, which will run up the back of the building from the ground to just below the roofline, and when service is requested, the wires will be pulled through the conduit. This will look much neater than the current tangles of wires attached to the buildings by Comcast. The conduit will remain empty if no service is requested.

Q: When will the digging actually start?

A: Unsure; possibly in the spring.

A: They should deploy the first quarter of next year.

Q: When will the service actually be available?

A: They're stringing cable along the back of the units on Quaker Lane. They've replaced some of that cabling up there with fiber optic cables so they can come in from the back side and then they're going to come in off Utah Street to some of the other units. They've got most of that ready to go. They've already "pulled" down King Street.

Q: Have they done any other villages yet or is it all happening at once?

A: All at once. Trunk lines first, then the networks, then service, is the way it'll go. There's going to be digging; they're going to be in rights-of-way and on the property.

B-Buildings: Recent upgrades to the B-buildings include new, larger mailboxes, new carpeting, and front porch mats. Interiors are being painted, and hand railings repaired, as needed. The Board continues to be pleased with the common area cleaning services provided by DMA. The buildings are cleaned every Monday and Thursday.

Pool: We had a great pool season this year, thanks in large part to two excellent lifeguards, Shalima Pusey and Carlington Donaldson. They ran a tight ship, kept the enclosure clean and inviting, and they worked right up until the last minute, cleaning the furniture. The weather cooperated, too; not many rain days or thunderstorms. At the end of the season, Craig and Ricky pulled out the floor mats and power washed them, and they look like new. They also scraped and repainted the floors in both bathrooms and added a painted floor border. At the pool closing work party with Community Pool Service the Friday after Labor Day, we stacked and shrink-wrapped the furniture, cleaned the guard room and moved things into the lockers; CPS also pulled the pump for overhauling and installed the pool covers. There were no major investments at the pool this year, just a few minor repairs and some warranty work on the copingstones. We will evaluate the filters in 2017 and replace if needed, but we should be in good shape for opening day. Thanks to Committee members Jamie Eckert, Tracey McGovern, Erica Brown, Lyn Famiglietti, and Peggy Gregory. Tracey assumed the role of Chair when Jamie moved in July.

Sewer and Water: This is the most expensive line item in our Budget; several years ago we hit an all-time high of \$220,000.00 for water and sewer. Although water rates continue to rise, we have seen a reduction in cost; this means usage is down, as residents install high efficiency washers, showers, and toilets. Residents also aren't wasting water on the lawns, as in the past, but they are encouraged to water trees and shrubs, as those represent a big investment for the community and we want to keep them alive. They provide shade, which keeps the community cooler, and they are visually attractive.

BUDGET

Budget preparations begin in July. The Board looks at the current year and what we have to do for next year, then determines how much of an increase is needed in condo fees. The methodology used is as follows: 1. In some cases it's monthly averages; some items remain fairly steady, such as how much we pay for telephone. Utility rates are also steady, so those are a matter of consumption and somewhat of a guess, although we can "forecast" by reviewing previous years' statements. Sometimes we under- or over-budget, but strive to get as close as possible. 2. Signed contracts. Those are easy because we know the exact amount. 3. "Expected" contract amounts. The insurance premium for the next year is not known until after the Budget is prepared, so a projection is made as to the expected increase. 4. We must budget \$10,000.00 for the insurance deductible, in the event of a catastrophic event such as extreme snow damage or a fire, before the insurance will kick in. We don't always have to pay the deductible, but it is prudent to budget for it. 5. We are conservative on snow removal, after budgeting \$4,000.00 and expending \$60,000.00 after the major storm in 2010. (This is where the reserves really help.) 6. Non-regular requirements, such as an engineering survey or the reserve study – items that don't take place every year, yet must be factored into the Budget when the time for them is nearing. 7. Planned legal action, such as legal research and receiving advice from counsel on the governing documents or policy papers. The amount for legal tends to be a little high, just to be sure we are covered. 8. Taxes and income. We have \$1.5million in reserves, most in certificates of deposit, some in money markets. With all the CDs we have, we are getting some pretty good interest, even at the 1% to 3% that we're still getting from the banks. Income projection is based on what we have in our reserves and what we believe the rate of return will be on those investments, and the tax rate is historical, based on that amount. 9. The reserve study recommends that we add a minimum of \$420,000.00 to the reserves each year. As of the end of July, our reserve balance was \$1,519,000.00; it is not in separate accounts, but one large pot of money with "set-asides" allocated in each category. Even though the tennis courts are currently in good shape, a little bit of money is set aside each year for tennis court reserves, because we know that there will be expenses in the future to maintain the courts. Same with the pool, same with roofs – we could have a really bad storm and need to replace multiple roofs in one year. 10. Buying back homeowner equity after we drained it down to do the sewer relining project.

With regard to contracts, when the Board finds a contractor who performs well and gives us good value, they continue to use them as long as their proposals remain in line and they continue to be happy with them. They don't put every contract out for bid every time, but if they notice slippage in quality or increases beyond what is expected or what has been budgeted, then they definitely solicit bids. They don't always select the lowest bidder (which often means lowest quality) but the one who will provide the best value – the lowest *responsible* bid. We are paying more for our current painting contractor than previously, but we also are expecting better performance. Contracts generally contain clauses outlining items for which the contractor is *not* responsible, so in order to protect the Association as much as possible, the Board attaches an "annex" to major contracts, detailing items for which the contractor *will* be responsible. Examples are the painters using a cherry picker to reach the dormers and putting plywood beneath the wheels to protect the curbs and grounds. This annex becomes part of the contract and if the terms are not met, then that is considered a violation; the annex also gives Craig a vehicle to enforce elements of the contract. Also important is a point of contact for communication, so the Board can stay

informed and pass on relevant information to the residents via one or more of the many tools we have for that purpose. Providing advance notice to residents is also written into contracts, when needed, especially for major projects such as roof replacement, painting and moving vehicles for parking lot repairs.

The proposed condo fee increase this year is 2.8%, the same as it has been for several years. That number seems to be the “sweet spot” – enough to cover the increases that we need as our contracts increase, and sufficient to build up our reserves and rebuild homeowner equity. This amount is not unreasonable when residents look at the difference in their condo fee from one year to the next. Due to the age of the property, we can expect that things are going to be wearing out, some faster than others, so the 2.8% takes that vision into account. A prime example is “ground electrical,” the underground power lines that run from the transformers to the individual buildings (we are responsible for them, not Dominion Virginia Power). These lines are “direct buried” and they are starting to break, with repairs ranging from \$6,000.00 to \$13,000.00, depending on the length of the run – 50 feet, in one case recently.

Q: Resident understands the Board’s approach, logic and rationale in preparing the Budget. Do they anticipate that 2.8% will continue to be the right number, perhaps for five more years or so?

A: Believe 2.8% will work for maybe a couple more years to build up the reserves and homeowner equity, but then it could possibly level off to maybe 2.5% or 2.4%, depending on the condition of our facilities but yes, it will remain in that margin. Don’t see it going above 3% unless something catastrophic occurs and it becomes necessary. As mentioned, we were able to absorb a million dollar capital improvement project for the sewer lines without a special assessment, and while maintaining only a 2.8% increase, because of strong reserves. A recent newspaper article revealed that the reserves at a high rise in D.C. are so low that they will have to impose a special assessment just to pay for a broken elevator. So yes, 2.8 seems to be a “sweet” number that works, at least for the next couple of years.

Q: And in response to that, thank [the Board] for the prep work in arriving at that number. It appears [the Board] did some prep anticipating that question this evening, so thanks.

A: OK. Thank you.

Q: Do we have a target in mind for what we would like the reserve to be? Understandably, it fluctuates and grows over time based on some of these expected replacement costs, but [does the Board] have any idea?

A: [Mr. Thurber] would like to get it to \$1.7million and keep it there and see how we are at that point. We’re at \$1.5 now, so two more years should get us to that point, and in two more years we will have paid off the homeowner equity balance (currently about \$250,000.00). Then if we can maintain \$1.7 – and again, depending on how everything goes, such as condition of the woodwork and roofs, and if we don’t have any massive roof replacements – \$1.7 should do the trick

Q: Thank you.

A: Any other questions? [None proffered.]

Items we expended from the reserves in 2016 included the following: replacement of one collapsed sewer lateral, \$18,000.00; sidewalk panel replacement, \$9,000.00; roof and woodwork, \$220,000.00; parking lot restriping, \$10,000.00; playground, \$1,000.00; landscaping (primarily tree work and plantings), \$13,000.00; painting, \$78,000.00; and ground electrical, \$12,000.00. These are big-ticket items, which is why it is so important to maintain healthy reserves.

There being no further discussion on the Budget, Mr. Thurber made a MOTION that by GENERAL CONSENT the 2017 Budget for Fairlington Meadows be APPROVED. No objections. Motion CARRIED.

COMMITTEE REPORTS:

Recreation

By Committee Co-Chair Ed Girovasi: The courts were power-washed this past summer to eliminate mold caused by standing water. They were resurfaced in 2012; we later had problems with cracks, but after meeting with the contractor, warranty and other repairs were completed. The courts look good at this point, and shouldn’t need much work for the next couple of years, and then it will need color coat. The Committee would like to see the courts get more use by residents. Thanks extended to Co-Chair John Stack, who assists with contractor selection and negotiation and generally keeping the courts in good shape. Thanks also to the Board for supporting the Committee when repairs are needed. Reminder that the courts are for tennis *only*, as indicated by posted signs.

Pool By Committee Member Peggy Gregory: The Committee did not receive any major complaints this year. At the end of the season, they prepared a survey to help in planning the 2017 season, and sent it out to residents via Survey Monkey and the Meadows Facebook page. They have received 56 responses so far, and are hoping for more. Thanks to the Court Chairs for helping get the word out.

Q: How did you make it known to people on Survey Monkey? This is the first resident has heard about it.

A: Court Chairs were asked to send out an email that included the link. It was also on the Facebook page. Anyone who didn't get it can leave their email with Ms. Gregory or check Facebook.

Buildings and Grounds By Committee Member and B&G/Board Liaison Lisa Farbstein: The fall planting will include new shrubs in Courts 3, 5, 8, 14 and the circle. This year, the Committee planted 14 new shrubs and 7 new trees, but we also lost some trees and shrubs as a result of the summer heat and lack of adequate watering and rainfall; the arborist confirmed that the losses were not caused by disease. One of the trees we lost was an established tree, believed to be about 40 years old. Residents are again asked to please water trees and shrubs, especially new ones, to give them a chance at survival; proper watering instructions can be obtained from the Committee. Many thanks to the residents who *did* water, including Debbie Diener, Gary Hauptman, Javier and Caroline Gil, Julie Ray, Tony Pottinger, Joan Pannuti, Diane Thurber, Joe Spytak, John and Rose Stack, John and Virginia Mathes, and Edward and Erica Brown. The water spigot in front of any unit can be used, as water is a shared expense. There is no need to water the lawns, as they merely go dormant and return after any appreciable rainfall; it's the trees and shrubs we need to worry about. This fall, the Committee will reseed areas that have become bald over time from being used as walkways, or due to construction, and hopefully see new grass in the spring. They have begun using a more Earth- and people-friendly lawn treatment, Tenacity; they are seeing mixed results, and will continue to discuss this issue. Now is a good time of year for residents to clean up their patios, including removing any vines climbing up buildings or on fences, which can damage the structures. Trees should be pruned back if needed, and patios maintained in the condition prescribed in the Bylaws. The Committee cannot recommend specific contractors, but if asked, will provide for residents' consideration the names of contractors who do work in the Meadows. Many thanks to Co-Chairs Chuck Edwards and Judi Garth, and to the members of the Committee, all very dedicated volunteers.

Court Chairs By Committee Chair Diane Thurber: The main duties of the Court Chairs are to greet new residents, deliver the Welcome Packet, issue Recreation ID cards, and canvass their respective courts to collect proxies in advance of the Annual Meeting. They also provide a point of contact for residents and a feeling of inclusion in the community, and they protect the community by letting new residents know that we have rules and what those rules are. They forward notices to their residents via email and were a big help during the recent parking lot work. Court Chairs were introduced by name and thanked for their service. Residents were encouraged to provide their e-mail addresses to their Court Chairs because we have begun passing on messages to the residents through the Court Chairs via e-mail. Following Committee report, offered a statement of appreciation to the Board of Directors.

ELECTION OF ONE DIRECTOR Pursuant to Article IV, Section 6 of the Bylaws, the Board appointed John Sitton to complete the unexpired term of former long-serving Board member Jacqueline Maguire, who moved from the area in March. That position is now open, and Mr. Sitton is running for the seat. Mr. Sitton has owned a unit in the Meadows since 1985, and has alternately lived in the unit and rented it out while living and working abroad. He is now "quasi-retired" and believes his experience as a management consultant would be beneficial to the Board and to the community, so when asked if he would be interested in running for a full term, he agreed. Mr. Thurber offered an endorsement of Mr. Sitton on behalf of himself and the other Board members. Election Inspectors confirmed that there were no write-in nominations, and there were no further nominations from the floor. Therefore, the votes on the proxies were sufficient to elect John Sitton to the Board of Directors for a term of three years. Mr. Thurber thanked everyone for their support of the nominee.

Q: When positions do come open, the Board decides who they will nominate. Is there a way to open it up to the community more and announce the vacancy? Feels that would lead to more involvement by residents. Appreciates that the Board devotes a lot of time to the community, and believes there may be others who don't know how to get involved.

A: The Board would very much like to hear from anyone who is interested in becoming involved in the community. When Board vacancies occur, that information is published in the next Meadows Messenger and noted in the meeting minutes, which are published online. The appointment of a co-owner to complete the unexpired term of a departing Board member is done pursuant to the Bylaws, and is temporary; the seat becomes open at the next Annual Meeting. Open seats are announced in the Annual Meeting mail-out, and the proxy allows for write-ins, so there are opportunities for co-owners to step forward. In addition to the Board, residents are also welcome to volunteer for other positions in the community, and to join the standing committees. Volunteering in any form indicates to the Board that the resident is interested in the community

Ms. Farbstein echoed that when residents volunteer it lets the Board know they take a special interest in the community, and those people are generally the ones whom the Board thinks about when Board vacancies, expected or unexpected, arise.

NEW BUSINESS:

Smoking Ban

Q: Resident would like to ask the Board to consider amending the condo rules to prohibit smoking in and around the recreational venues. It was mentioned earlier in the meeting that safety is a concern, and smoke in the pool area is, in resident's view, unacceptable, as the parent of a small child. Anyone with small children understands. Resident is not asking for a designated smoking area in the pool because that would not work; instead, for an area within around twenty feet of the venue, with patios within that area exempt. It's terrible to go to a recreation facility and breathe smoke. Everyone else is doing it and resident believes our condo association should, as well.

A: The Board has a Strategic Plan that looks five years out, and establishing a smoking policy is on the list. Among the areas the ban would cover are the common areas of B-buildings, the recreational facilities, and the shop.

Q: When would it be?

A: Some time during 2017.

Q: So next summer we can hope that we'll have something in the rules?

A: Not making any commitments at this meeting, but this is something that has been in the Strategic Plan for a long time and is something that will be addressed

Q: [Other] resident sent a message [about this subject] to the Pool Committee at the end of the pool season.

Q: A lot of people have, from what resident understands.

Q: It's understood that once you get into other areas like B-buildings that there may be complications, but it seems to [him] that the Board can amend the pool rules and make that effective next pool season, and [he] would strongly recommend that. Resident had to leave the luau because the smell of cigar smoke was so offensive.

A: The Board hears this, and it is something that will be addressed. Any other questions or comments before we adjourn?

Sewer Lines

Q: The sewer lines – is the Board happy with the way they are now?

A: Yes.

Q: How many problems did we have last year?

A: We had just that one collapsed line. By way of history, the Association was forced to sue U.S. Sewer and Global Pipeline because some of the liners they installed were defective. We prevailed in court, but then the companies were given enough time to hide their assets so we collected very little on the judgment. The lines that were bad that led to the lawsuit were replaced, but we then discovered last year that they skipped one line entirely, and that's the one that failed. Other than that, though (knocked on wood). We are having a little bit of root problem at the interface where the cast iron pipes come out of the building where they hook up with the street and grounds, so we're going to be doing camera work on the lines this spring. We already have some bids.

Q: Yeah, look at some of the big hedges and whatnot, that could be what's

A: Not the hedges so much. If you've ever peered into one of these ditches it's at least 14 feet below ground level. Hedge roots don't go down that deep, but tree roots do. So we're going to take a look at those in the springtime and see if we've got any problems, but so far so good.

Q: Great, thanks.

A: OK, anything else?

Thanks / Insurance Q: A big thanks to Craig and Ricky, the maintenance team; resident has seen such a big difference from previously. Knows they're working hard to make repairs; has some loose bricks on [her] porch, but knows they're on the list. A safety-related question: Should a FedEx delivery guy happen to hit a loose brick and sustain an injury, who's responsible?

A: He could sue, and that's why we have insurance.

Q: Is it the homeowner or the Association, or . . . ?

A: If it's the front porch, that would be the Association. If it's in the limited common area, such as your patio, and you invite somebody in and you're not taking care of your porch, you're not taking care of the areas within your patio, that's you. And thank you for your compliment [for Craig and Ricky]. Yes, we've noticed it, too.

FINAL WORD OF THANKS

Ms. Farbstein thanked residents Mabel Clary and Anne Gillis, who arrived early to assist the Inspectors of the Election with check-in procedures.

DOOR PRIZE DRAWING

Community Management Corporation generously donated two \$50.00 gift cards, to serve as door prizes; each homeowner who submitted a proxy or attended the meeting was eligible to win, including residents who submitted "early proxies" (which counted toward quorum only). The names were drawn by John Mathes and read by Virginia Mathes. The winners were Melanie Russell and Annette Rose.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Thurber made a MOTION that by GENERAL CONSENT the meeting be adjourned at 8:32 p.m. No objection. Motion CARRIED.

BOARD POSITIONS

Following the meeting, the Board met briefly to discuss the assignment of Board positions, and it was agreed that each Board member would retain his or her current position.

Respectfully submitted,

Diane Thurber
Recording Secretary