

## WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING MINUTES

**Date:** Wednesday, April 18, 2012

**Location:** 2102 Green Watch Way #300, Reston, Va. 20191

## Attendees – Board members, Management

✓	Name	Position
	Eric Orr	President
✓	Patrick Shagena	Vice President
✓	Teri Jaeger	Treasurer
✓	Travis Collins	Secretary
✓	Richard Harrison	At Large
✓	Diana Fritts	Property Manager, Loudoun Management Associates

Meeting called to order by Teri at 7:20PM.

**Approval of Minutes** – Teri moved that minutes March minutes be approved with slight modifications. Patrick seconded. Travis to make modifications.

**Report of Officers**Treasure's Report -

ING dropped interest rate from .5 to .4%, after move. Still better than CAB.

Manager's Report -**Old Business**

### **New Business**

Teri moved to approve David Waite's window replacement, with the stipulation Thompson Creek should match existing windows and trim; clarification from previous work issue. Patrick seconded. Motion passed unanimously.

Teri signed engagement with Goldklang Group for finance auditing for a 2 year period.

Teri requested that Diana contact M & WR about common area carpet cleaning. To take place before the end of May.

### **Action Items**

#9163 Cutting Edge to Water Test balconies above 11600 ISC – Left message to owner. Haven't heard back, so no test can be scheduled.

#9316 Move reserve study line item to professional fees – Need explanation from Stephanie

#9317 Call reserve study company – Still open.

#9318 EV Air to inspect 2120 GWW #300 – Lary to respond to Diane after inspection. No call back yet.

#9319 Attic Fan Inspections – Received two more inspection notices. Many still missing.

#9320 Send letter to 11613 & 11615 regarding door replacement – Both have responded, and both unit owners are using Thompson Creek.

#9321 Schedule stairway window cleaning with M & WR – Completed

#9322 Identify next 10 balconies for repair – Identified 10.

#9324 Proposals needed for stair well interior painting – Bids have gone out. Due back May 1<sup>st</sup>.

#9325 Explanation from attorney regarding Allen and Doro – Received response from attorney.

### **Executive Session**

Executive session started at 7:48 PM.

Board approved a back payment plan for an owner. Board requested information from our legal council about an overdue account.

Executive session ended at 8:01 PM

### **Adjournment**

Closed at 8:18 PM.

### **Date of Next Meeting**

The next Woodwinds Board Meeting will be held on Thursday, May 17th, 7:00 p.m. at 2102 Green Watch Way #300, Reston, VA 20191.