
WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING
MINUTES

Date: Thursday, April 24, 2014

Location: 2102 Green Watch Way, Unit 300, Reston, VA 20191

Attendees – Board members, Management

<input type="checkbox"/>	Name	Position
X	Eric Orr	President
	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
X	Gavin Wright	Secretary
X	Diane Morris	At Large
X	Joe Barrows	Property Manager, Horizon Community Services
X	Ruth Stilphen	2100 Green Watch Way, Unit 101
X	Suzanne Gilbert	11614 Ivystone Court, Unit 101
X	Lynn McPherson	2110 Green Watch Way, Unit 101

E-mail approved board votes prior to the month meeting

March 28-30 the board voted unanimously, via email, to approve the expenditure of \$14,269.50 for landscaping enhancements detailed in Thrive proposal 20140228-1.

March 28-30 the board voted unanimously, via email, to approve the expenditure of \$3,429 for landscaping enhancements detailed in Thrive proposal 140227-1.

Meeting called to order by Eric at 6:02 p.m.

Approval of Minutes

March minutes were presented. Amend to insert Patrick's address. Eric motioned to accept as amended. Gavin second, all approved.

Community Concerns

Ruth Stilphen - Window Replacement Application

- Ruth wants to change the lower level door. Thompson Creek doesn't have a door that fits anymore. Instead of 6 panes, Thompson Creek is moving to 8 panes.
- Board can't approve the 8 panes because it's not RA approved. Recommendation is to use alternative vendor, or go get the design approved by RA.
- Resolution: Eric will provide information regarding RA process. Ruth will also look at alternative vendors. Defer the current decision until a later date.

Lynn McPherson – Erosion behind her unit

- Moss behind her unit turns to mud. Poor condition between 2100-2110. Propose is to use compost that is designed by VT for erosion. Whisperwood has used it "with success".
- Teri - Need to level set expectations. Project status as of right now and money spent vs. what she sees as invoiced.
- Resolution: Board approved use of specific compost at owner's expense. Board will make sure the area is discussed with the landscape architect, Kate Davidson.

Suzanne Gilbert – Various issues and questions

- Looking for update on the pathway behind 11616-11614. Resolution: Board will address this issue with Kate during our "level set".
- She would like a landscaping update. Resolution: Phase 1 needs to be completed. 6 Crape Myrtles need to be planted and replacement of dead/dying bushes/trees. Phase 2 - Removal of trees and erosion prevention. Finishing Phase 2 is the plantings in front of those buildings. Phase 3 is rears of the buildings and the "enhancement areas".
- Underbrush from the "bird sanctuary". Resolution: Add it to the "level set" meeting with Kate.
- Signs at front of the entrance need to be removed. Resolution: Gavin has permission to remove the signs.
- Light out at bottom of her building entrance is out. Resolution: Joe Barrows, Horizon Community, will handle.
- Further Resolution: Eric will color code the light bulb boxes and light fixtures so cleaning crew uses correct bulbs.
- Wants an update on the front balcony proposal to fix her leaking issue. Resolution: When we get proposal for next set of rear balconies, then we'll

ask for a visual inspection and using hers as test to “deconstruct” and “reconstruct” a solution.

- Suzanne is looking for some assistance in possibly replacing her carpet with engineered hardwood. Would like the board to pay for a portion of the new flooring due to the multiple flooding that comes into her unit. Resolution: Board will consider a “contribution”.
- Water Shut Off. Suzanne wants to know the process. Resolution: Board working on new process. Horizon will call Teri, if Teri doesn’t respond; Horizon will contact the remaining board members to get a confirmation.
- Request for board to keep the Web site more up-to-date. Resolution: Teri will send Gavin the site and log in. Gavin will investigate how to update the site.
- Suzanne feels like there needs to be a better means of communication. Resolution: Board is investigating more effective methods of communications besides the multitude of current methods.

Report of Officers

President’s Report

No report.

Treasure’s Report

No report.

Manager’s Report

No report.

Old Business

- Speed Bump replacement. Horizon is waiting for information regarding the price. Pavement Solutions might be a solution. Fairfax County Water and Sewage will also be contacted.
- New light has been placed at the entrance to South Lakes Drive.

New Business

- Vote. Approve compost and seeding behind the unit at 2110 Green Watch Way #101. Eric motion, Teri second. All approved.
- 11612 ISC - Mailbox light is constantly going out every 2-3 months. Cole is coming out to inspect 2120 GWW. Horizon will try to get them to check out the mailbox light at 11612 ISC.

- 2 Street Lights at GWW - Dominion came out and said the cable is damaged. Horizon will get in touch with Dominion.
- Light Out at South Lakes Drive - Gavin will identify the light. Identify if it's a "private" light. Then report back to Joe on the status.
- Parking Passes - Joe needs to talk to Eric about the process.
- Resident request. Wants board to "power wash" and "fix her step". Can't give a clear answer, because we need an address and to do a visual inspection. Horizon will get the address and give it to the board.
- Inspection on 2114 #201. Balcony is in "disrepair", membrane cracked. The board will move it up the stack of the renovations. Horizon will inform the unit owner.
- 2106 GWW. Had issue with decaying wood on the balcony. As well as lack of attic insulation. Horizon will follow-up with her to obtain her home inspection. Board will need to take notice of the attic insulation in all units and plan for a full replacement in the next reserve study.
- Draft audit. Teri will review. We have 45 days to review. Teri encourages ALL board members to read and give input.
- Radon Issue - Eric will take the lead on getting RA approval of the solution. Painting will be taken care of under the current painting.
- Change normal meeting date from 3rd Thursday to 4th Wednesday. Time changed to 7 p.m. Location is TBD.

Executive Session

Session Started at 8:50 p.m.

- 11614 ISC #101 - Give \$1,500 to defray cost of replacement flooring due to regular flooding from the exterior balcony. Teri motion, Eric second. All approved.
- 2116 GWW #301 - Proposed accelerated payment plan. Teri motion, Eric second. All approved. Horizon will be in touch with the community lawyer and collection agency.

Session ended at 8:58 p.m.

Adjournment

Concluded at 9 p.m.

Date of Next Meeting

The next Woodwinds Board Meeting will be held Wednesday, May 28 at 7 p.m.
Location TBD.