
WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING MINUTES

Date: Thursday, January 19, 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 Eric Orr at 7PM.

Approval of Minutes – Eric moved to approve December minutes as amended; seconded by Patrick.

Report of Officers

Treasure's Report - Though December 31st is past, the 2011 budget is not finalized until the last bills are reconciled.

Manager's Report –

Old Business

New Business

Diana Fritts presented a letter from Michael Hare, unit owner of 11600 Ivystone Court. The letter and included pictures detail water leaks and water drainage backups that are entering the unit. Discussed solutions that have been used in the past for similar problems in other units. Discussed having water leak tests performed to identify the real root of the problem. Decided to separated issue into two problems of inside and outside. Noted work has been done since the letter and pictures on September 8th, but letter states that issues persist in heavy rains.

Homeowner Brendan McIntyre present for discussion about landscaping plans. Eric and Teri conveyed board's wishes to Brendan about landscaping plans. Discussed problems with waiting for a master plan, versus immediate actions.

Action Items

#9070 Reallocate Janitorial Monies – Closed

#9071 Cutting edge inspection of side walk grate – Closed

Diana Fritts to call EV Air to test balconies above 11600 Ivy.

Diana Fritts to have roof inspected by Cutting Edge above 11600

Diana Fritts to have FNL Plumbing to inspect the drains around 11600

Richard Harrison to draft engagement letter to Kate Davidson for estimates on landscaping.

Unit owner Brendan to contact at least three drainage companies for estimates on work.

Executive Session

Eric called excutive session at 8:22 PM.

Excutive session ended at 8:32 PM.

Adjournment

Closed at 8:34 PM.

Date of Next Meeting

The next Woodwinds Board Meeting will be held on Thursday, February 16th, 7:00 p.m. at 2102 Green Watch Way #300, Reston, Va. 20191.