
 WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING MINUTES

Date: Thursday, March 15, 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 Patrick at 7PM.

Approval of Minutes – Meeting minutes not finished from last month. Eric to complete and forward to Travis.

Report of Officers

Treasure's Report - None.

Manager's Report - None.

Old Business

Frank Talbert spoke with Virginia Power and Reston association about lighting options. Found that Virginia Power offers 8 or 9 lights available. Cost would be minimal to have Dominion install box style lights that match some already on the premises. Frank will send an email with light options from Dominion.

New Business

Teri brought motion to have \$100k moved from CAB Money Market account into ING Savings to take advantage of higher interest rate. Patrick seconded. Motion passed with unanimous approval.

Lisa Patterson's request for door replacement by Thompson creek was motioned by Teri. Seconded by Travis. Approved unanimously.

Teri moved to accept proposal from Kate Davidson Landscape Architecture & Garden Design at a total cost of \$6,890. A meeting with Kate will flush out details. Patrick seconded. Motion passes unanimously.

11613 & 11615 Windbluff needs to have windows replaced. Teri moved to have Diana send a letter to the unit owners explaining that a covenants violation or forced replacements could occur. Letter will include giving finance options. Patrick seconded. Motion approved.

Teri moved to have Diana send a request to have garden style windows cleaned. Patrick seconded. Motion passed.

Action Items

#9163 Cutting Edge to test balconies above 11600 ISC and inspect roof – Test is on hold. Owner was traveling, and has not contacted cutting edge.

#9164 Landscaping Proposal – Proposal was due Wednesday, but it did not arrive. Diana is in contact with Mike recently.

#9165 Tire Removal – Closed. Tires were removed.

#9166 Drape Removal – Closed. Drapes were removed.

#9167 Send violation letter to 2120 #300 – Pending contact with unit owner.

Teri asked Diana to identify 10 units for balcony repairs in 2012.

Teri asked Diana to get a quote for budgeted stairway maintenance; painting, etc.

Executive Session

Executive session started at 8:28PM.

Board took no actions.

Executive session ended at 8:43PM.

Adjournment

Closed at 8:43 PM.

Date of Next Meeting

The next Woodwinds Board Meeting will be held on Thursday, April 19th, 7:00 p.m. at 2102 Green Watch Way #300, Reston, VA 20191.