

---

**WOODWINDS COUNCIL OF CO-OWNERS**  
**SPECIAL BOARD MEETING MINUTES**

**Date:** Thursday, November 15, 2012

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

**Attendees – Board, Management**

✓	Name	Position
✓	Eric Orr	President
✓	Patrick Shagena	Vice President
✓	Teri Jaeger	Treasurer
		Secretary
	Richard Harrison	At-Large
	Diana Fritts	Property Manager, Horizon Community Services

At 5:36 pm Eric Orr called to order a special meeting of the Board of Directors.

Teri moved to adopt the proposed 2013 Budget and Fees. Eric seconded the motion and the motion was unanimously approved.

Teri Jaeger moved to appoint Eric Orr, Teri Jaeger, Patrick Shagena, and Gavin Wright to the board, with the fifth board position to be filled at a later date. Eric seconded the motion and the motion was unanimously approved. By consensus, the board agreed to wait to elect officers until all board positions have been filled, and those new to the board are in attendance. Until then, officers will continue to serve in their current positions.

Teri moved to approve the window replacement request received from Suzanne Gilbert of 11614 Ivystone Court, #101. Eric seconded the motion and the motion was unanimously approved.

The special meeting of the board was closed by Eric at 5:56 p.m.

**Inter-Meeting Decision.** Over October 31 and November 1, four of four board member voted via email in favor of approving a window replacement request or 11656 Ivystone Court.