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WOODWINDS COUNCIL OF CO-OWNERS  
BOARD MEETING MINUTES

**Date:** Thursday, March 19, 2015

**Location:** 2102 Ivystone Court, Unit 300, Reston, VA 20191

Attendees – Board members, Management, Community

	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
X	Gavin Wright	Secretary
	Diane Morris	At Large
X	Steve Ludden	Asst. Property Manager, Horizon Community Services
X	Dave Cicciarelli	Horizon Community Services
X	Leslie Fishpaw	Owner 2104 Green Watch Way, Unit 201

**Board votes approved unanimously via email prior to the month meeting**

The board unanimously approved a vote on reimbursing Martin Byl for carpet expenses due to a recent leak April 2 not to exceed \$1,500.

**Meeting called to order by Eric Orr at 7:01 p.m.**

**Approval of Minutes**

Eric Orr moved to approve February 2015 meeting minutes as amended; Teri seconded. All approved.

**Report of Officers**

President's Report

No report.

Treasure's Report

- Still have \$336k in a single account. This is above FDIC insured amount. Need to move funds so all funds are protected by insurance.
- Income and Expense report looks good.

### Manager's Report

No report.

### **Community Concerns**

Leslie Fishpaw

- New Woodwinds Web site is completed. Board needs to get access by contacting Leslie.
- \$25/year is the expense for the site was incurred.
- She currently has mold outside her place on the brick wall.
  - Conclusion: Will contact Horizon regarding removal.
- 2104 GWW #200. Bulb burnt out right outside the door. Needs to be fixed.
  - Conclusion: Should be taken care of on one of the monthly "walk thoughts" by Dixie.
- Eric will send list of "violations" that will be a part of the covenants "walk through" for Leslie.
- Have dry vents been cleaned in 2015?
  - Conclusion: Not yet, but vote tonight.

### **Old Business**

- Gutter cleaning contracts. 1 in, waiting on 2 more. Wait until all 3 bids are in before voting. Should be ready for the next meeting.
- Exterior painting. Should have 3 proposals in by next meeting. Cutting Edge came in Nov. 5, 2014, but it was T&M and not accurate. Good Son and CertaPro are the other 2 contractors.
- 1st Burst Pipe issue at 11610 WBC has been resolved. Total amount was \$10,259.
- Letter to D'Orsay will be sent to board for approval. Then sent to D'Orsay.

### **New Business**

- Web site. The board will commit to buying the [www.woodwindsreston.com](http://www.woodwindsreston.com) for the next 5 years. Expense is \$60 for 5 years. VOTE: Teri motion, Patrick second. All approved.
- New burst pipe issue at 11602 WBC. Same as last pipe. But it's going to be a bigger issue because it has to be a "hand dig" due to the proximity of the gas line and power line. There will be sporadic outages and parking spots will need to be vacated to complete the work. There are sections of the sidewalk that will need to be "re-poured" once the work is completed.

- Parking spot in front of 11615 WBC. Big dip that Horizon will get a contractor to look at.
- New VA Dominion Power switch has taken down a number of trees and shrubs that Woodwinds paid to have planted at the direction of Reston. Woodwinds wants to complain to someone about the VA Dominion Power behavior. Who at the County level can Woodwinds talk to. Eric will reach out to RA and VA Dominion Power. Horizon will also look into a contact.
- Parking Permits. Wednesday, March 25 Eric will begin distributing.
- Distribute notices to turn water faucets back on. Teri will print and hand to board members to send out.
- 3 units that have replaced windows using NOVA Windows. Horizon should send a letter to those units asking if they have submitted applications for these replacements. Addresses are: 2100 GWW #101, 2102 GWW #101, and 2102 GWW #301.
- Insulation in townhouses has been insufficient. Board needs to explore a methodology to replacing insulation to code. And allowing unit owners the ability to “upgrade” to a better insulation. 11613 WBC is willing to be the beta tester.
- Potomac Services. Dryer vent cleaning for \$700.00 taking into account a \$4,176 overpayment in 2014. Teri motion to accept, Eric seconds. All approve.
- Dixie Electric proposal. Monthly contract to review all lighting at the price of \$530/month. Teri motion, Eric second. All approved.

### **Action Items**

- Kate Davidson is doing a walk through for the stone work on retaining wall stones on the walkways.
- Estimate for drainage grading for 11606 WBC. Now that it’s spring, we can get quotes for it.
- Need a status on the Master Landscaping Plan. What has been accomplished and what remains.
- Now we have an issue with all the “Dominion VA Power” holes on our property. Horizon will begin to document all conversations with the power company.
- Chimney Inspections. Horizons will send out the letters.

### **Executive Session**

None

### **Adjournment**

Concluded at 9:05 p.m.

### **Date of Next Meeting**

The March meeting will be Thursday, April 16 at 7 p.m. Location TBD.