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WOODWINDS COUNCIL OF CO-OWNERS  
BOARD MEETING MINUTES

**Date:** Thursday, April 16, 2015

**Location:** 11604 Ivystone Court, Reston, VA 20191

Attendees – Board members, Management, Community

	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
	Teri Jaeger	Treasurer
X	Gavin Wright	Secretary
X	Diane Morris	At Large
X	Steve Ludden	Asst. Property Manager, Horizon Community Services
X	Jackie Brathwaite	Renter 11612 Ivystone Court, Unit 101

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

None.

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

**Approval of Minutes**

Eric Orr moved to approve March 2015 meeting minutes as amended; Patrick seconded. Gavin approved, Diane abstained.

**Report of Officers**

President's Report

No report.

Treasure's Report

No report.

Manager's Report

- Got 2 of 3 proposals for painting. Only one more left, Advantech, and it's going to be here anytime.
- Advantech, John Quinn, is currently obtaining a number of quotes, including:
  - Getting estimates for concrete work
  - Getting estimates for asphalt (including the "hole")
  - Also getting estimate for striping and pavement fixes.
- 2nd water main has been fixed. Total cost was approximately \$16,000.

### **Community Concerns**

Jackie Brathwaite, 11612 Ivystone Court, Unit 101

- Big oak tree on the corner continues to grow and tear up concrete.
  - Conclusion: We are doing a walk through with our Landscape Architect to review that area.
- Annual leak in her second bedroom.
  - Conclusion: Horizon will contact Cutting Edge to take a look at her unit.
- Rain is coming into her unit on the rear of her unit.
  - Conclusion: Horizon will contact Cutting Edge to take a look at her unit.
- Erosion. 11614-11612 is continual eroding.
  - Conclusion: Bring it up with Kate during the next walk through.

### **Old Business**

- Sinkhole in front of 11615 WBC. Advantech has a \$2,500 limit to dig up the area and investigate the problem.
- Dominion "issue". Point of Contact for Dominion is the VP of Customer Service. They are looking into the issues brought to their attention. They want to meet with the board before the May board meeting.
- Parking Permits. Eric has started distributing notices.
- New Windows at 2100 #101, 2102 #101, 2102 #301. Check if they submitted paperwork. If not, send violation letters.
- Insulation. Working on a program that would replace insulation if needed, with an option for the owner to upgrade to something beyond "acceptable".
- 11606 WBC. Drainage grading. Horizon will check to see if it has been completed in previous months.

### **New Business**

- Resale packets. Broken windows seals at a few residences that are up for sale. Please make notes that they are in violation.

### **Action Items**

- Assign Dominion VA Power complaints to Eric.

**Executive Session**

None

**Adjournment**

Concluded at 8:22 p.m.

**Date of Next Meeting**

The May meeting will be Thursday, May 21 at 7 p.m. Location TBD.