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WOODWINDS COUNCIL OF CO-OWNERS  
BOARD MEETING MINUTES

**Date:** Thursday, June 18, 2015

**Location:** 2102 Green Watch Way, 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	Property Manager, Horizon Community Services
X	Leslie Fishpaw	Owner 2104 Green Watch Way, Unit 201

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

None.

**Meeting called to order by Eric Orr at 7:04 p.m.**

**Approval of Minutes**

Eric Orr moved to approve May 2015 meeting minutes as amended; Patrick seconded. All approved.

**Report of Officers**

President's Report

No report.

Treasure's Report

No report.

Manager's Report

No report.

### **Old Business**

- VA Dominion Power. Eric met with Jerry Northedge, the lighting contact at Dominion. Dominion Power does have shoebox lights they will use to replace our lighting instead of the colonial.
  - Eric will meet with Jerry again to discuss more options to present to the board at the next meeting.
- 11602 Windbluff - Horizon will have Blade Runners address the dirt in front of the unit.
- 11634 ISC - Horizon will also ask Blade Runners to the patch of dirt behind this unit.
- More VA Dominion Power
  - Nathan is the VA Dominion Power Project Manager. He's going to get in touch with Kate to discuss the replacement of trees along the project along South Lakes Drive.
  - Nathan still has not provided a plat map. Eric will follow-up with Nathan to try and obtain the plat map.
- Fire extinguishers - Cintas is performing the required checks.
- Fire Alarm Batteries - Horizon is going to get Good Son to replace them this year.
- Hot Water Heaters - Horizon will schedule an inspection with American Steam and Boilers.
- Gas Access at rear of units - Horizon is still working on getting the plat map from Washington Gas.
- Insulation Project - Horizon is getting more bids. Current quotes are coming in at \$2,000 to \$2,500/unit.
- Carpet and Window cleaning - Horizon is coordinating with M&WR.
- Gutter Cleaning – The contracted company should be coming out very soon. Horizon has been in touch in the past few days.
- Web site language - Horizon will follow-up again with our legal.
- Advantech - Eric needs to make corrections to the provided quote and give back to Horizon.
- 11644 ISC - Still a strong mildew smell. Board looking into getting prices to put a new vapor seal on the wall. Horizon will talk to 11642 ISC to do a visual inspection in their basement.

### **New Business**

- Teri moves to appoint Leslie Fishpaw as a new board member (At Large), replacing Diane Morris, effectively immediately. Eric second, all approve.
- Gavin will replace the sheets in the garden style units. Leslie will make the change on the Web site. Horizon will update all associated comments.
- Birds nesting in dryer vents. Horizon will look into the issue.

- Aspect Tree Service - Teri moves to accept the proposal for \$27,185 for all work. Eric second. All approve.
- Google Group for Woodwinds Board - Will be addressed at next meeting when everyone accepts the invites.
- Google Group for Woodwinds Residents - Will be discussed at the next meeting.
- Teri moves to allocate \$1,400 for power washing units at 2104 GWW as “test” unit. Eric second. All approve. Horizon will also look into “sealing” the bricks.

### **Action Items**

None.

### **Executive Session**

Entered into session at 8:52 p.m.

- Covenants Violations – Numerous violations were accumulated via a walk through of the property. The board will coordinate the letters to be sent to the offending parties.

Session concluded at 9:14 p.m.

### **Adjournment**

Concluded at 9:14 p.m.

### **Date of Next Meeting**

The next meeting will be Thursday, July 16 at 7 p.m. Location is 2102 Green Watch Way, Unit 300, Reston, VA 20191.