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

**Date:** Thursday, 17 March 2016

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

**ATTENDEES**

✓	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
	Gavin Wright	Secretary
	vacant	At Large
X	Loree Rusk	Property Manager, Horizon Community Services
X	D'Orsay Ripple	11612 Windbluff Court
X	Judith Amstutz	11616 #201 Ivystone Court

**Votes approved via email prior to March meeting**

None

**Meeting called to order** by Eric at 7:00 pm

**Approval of Minutes**

February meeting minutes were presented. Eric moved to accept as published, Patrick seconded. Motion accepted unanimously.

**Member Forum:**

D'Orsay (11612 WBC)

- Big hole at lamp posts (11612, 11608) – Loree will contact DVP to get status of excavation project
- Landscaping concern 11608/11610 WBC – would like to restore grass “lawn” from sidewalk back to flower beds; currently entirely mulched.

- Bushes removed from front of transformer at corner of 11614/11616 WBC and looks bad; suggest planting ornament grasses, etc. to conceal transformer. Loree will check with DVP about painting transformer (paint is faded and unattractive)
- Suggest power washing exterior of all buildings – Eric will generate RFQ
- Request stump removal of magnolia tree removed from yard in front of 11612 WBC – Loree to verify that this was part of contract to remove tree
- Concern about 2 big trees that were removed from 11604, 11608 ISC. Will they be replaced with new trees?
- Concerned about owner of black dog at 11602 WBC – dog urinates in front of unit and is killing grass

Judith (11616 #201 ISC)

- Concerned about people backing into holly trees along Ivystone Court with big truck beds
- Requests that cleaning contractor (MW&R) clean vestibules better (stair treads and vacuum)

**Report of Officers**

**President's Report:** None

**Treasure's Report:** None

**Manager's Report:** Reviewed the following action items:

13493 – (Dryer vents) Loree met with vendors; quotes are forthcoming

13503 – (DVP account credit) in progress

13509 – (Dixie hall fixture cleaning) in progress

13591/92/94 – (Audit/tax) In progress

13659 – (source trash contract) board directs Horizon/Sentry to proceed

13686 – (AAA trash credit) – confirm \$196 credit

13687 – (DVP lights on ISC) Loree will follow up with DVP

13688 – (Boiler maintenance) Kiddco will provide quote

13689 – (Union Bank investment) no action until WW is managed by Sentry

13692 – (Boiler room ceilings) – In progress, Invoice last building

13767 – (WWCC incorporation) – Loree to ask MercerTrigiani

13849 – (Parking lot striping) – awaiting quotes from contractors

13852 – (Gas line 2114 GWW) – Washington Gas provided info to Loree, Loree to forward info and form to residents (Weavers)

13870 – (Lights on WBC) – DVP completed repairs; closed

### **Old Business**

Attic insulation –3 units are on schedule, awaiting completion. 2108 #300 (Bridges) is last unit yet to schedule attic insulation; Resident needs to clean unit so contractor can replace ceiling in unit and then insulate attic.

### **New Business**

11609 WBC (Wades) submitted Architectural Change Request to replace front door. Board reviewed and approved. (Teri moved, Eric seconded; all in favor)

Teri is asking MW&R to follow up with bulb replacements per contract. We are having issues with bulb replacement requests.

### **Executive Session**

No executive session

### **Adjournment**

Meeting adjourned at 9:23 pm.

### **Date of Next Meeting**

The next Woodwinds Board Meeting will be held Thursday, April 21, at 7:00 pm. at Teri's residence.