

2017

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

Date: Thursday, 21 September 2017

Location: 11613 Windbluff Ct., Reston, VA 20191

ATTENDEES

✓	Name	Position
✓	Eric Orr	President
	Vacant	Vice President
	Teri Jaeger	Treasurer
✓	Kathy Ko	Secretary
✓	Peter Sarandinaki	At Large
✓	Diana Fritts	SCS Property Manager

Meeting called to order by Eric at 6:00 pm

Votes approved via email prior to September meeting:

E-VOTE: Smoke Alarm Battery Replacement and Light Fixture Cleaning

Teri sent an email on September 1st to vote on SES to do the following:

- 1) Replace the batteries in the 34 smoke alarms in the garden style unit stairway for \$340, and that they then test all smoke alarms, and replace any that are not functioning for cost of alarm and installation cost. Teri will provide previously purchased batteries.
- 2) Remove, clean with glass cleaner, and replace, all six light fixture globes in each of the 17 Garden style stairways

Acceptance of Minutes: July meeting minutes were accepted.

Member Forum: None

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Report of Officers

President's Report: None

Treasure's Report: None

Action Items:

Existing Action Items:

- 37- Follow up on bank accounts signors; Closed
- 42- Contact Blade Runners- Eliminate poison ivy and long term effects and costs
Review in progress; Open
- 43- Contact Blade Runners- Soil erosion 2100-2110. Investigate further ; Open
- 44- Letter to 11642 ISC- Sliding door replacement;Closed
- 45- Contact Maple Leaf- Re: Gutter guards and problems found; Closed but need to investigate cost of outer guards and incorporate to reserve study
- 47- Better security hasps for water doors - Still open
- 48 - Better vent covers -Work in progress ; Open
- 51- Look at solutions for 3rd floor dryer vents-Topic for board discussion at a later meeting
- 55- Quote for replacement of Smoke Alarm batteries and Globe cleaning-
Closed
- Signing quote
- \$340 for smoke alarm battery replacement
- \$2,130 for globe cleaning via SES contracting
- 56- Reserve Annual Meeting space - 11/14/17 Need to confirm ; Closed

New Action Items:

- Beverly Webb replacing windows. Proposal is lacking details on which windows need replacing. Color swatch approved. Diana to obtain needed details.
- Board reviewed latest proposal of asphalt and concrete work to be done at Woodwinds. Need Finley to provide details of the execution of project and the notice they intent on

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posting to each residence. Diana request final details by Monday, 9/25/17 and provide those details to the board by Wednesday, 9/27/17 for final approval and understanding.

- Diana to contact Reston Association for overnight parking options for residents being impacted by the paving project.
- Eric to create Newsletter for residents detailing the concrete and paving project and deliver the weekend before concrete work begins on 10/02/17.

VOTE: Approved 11602 Windbluff Ct. Request to replace window frames. Eric moved. Kathy Second. All in favor; Approved.

Executive Session: Executive session 7:15PM - 7:23 PM

Delinquency payments collected \$5,789.60

Adjournment: Meeting adjourned at 7:34 pm.

Date of Next Meeting: The next Woodwinds Board Meeting will be held Thursday, October 2017, at 7:00 pm. at Teri's residence.