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

**Date:** Thursday, 14 December 2017

**Location:** 2102 Green Watch Way, Unit 300, 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
✓	Kathy, John, and Steve	Verizon FiOS Representatives
✓	Molly Moriarty	Resident at 11620 Ivystone Ct. Unit 201
✓	Mitch Raful	Resident at 11620 Ivystone Ct. Unit 101

**Meeting called to order** by Eric at 6:59 pm

**Votes approved via email prior to December meeting:**

**VOTE:** 10/27/17 to approve August minutes. All approved.

**VOTE:** 11/2/17 to approve purchase of new doormats for garden style condos. Purchase up to 28 new commercial indoor/outdoor door mats for the garden style entries, at a cost not to exceed \$600. (\$20 per mat, plus tax.) There is money available in the 2017 operating budget to cover cost (Garden Style Expenses, Stairway Maintenance). Current outside mats are in poor condition.

**Acceptance of Minutes:** None.

**Report of Officers**

**President's Report:** None

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**Treasure's Report:**

Teri identified discrepancies in GL accounts and allocation of expenses. Management to make corrections. Teri intends to have management move as much funds to Edward Jones account to keep minimal in no interest bearing account. All the reserve funds in non-interest bearing accounts will be moved and placed in laddered CD's to bear interest and to have it become available when needed for projects listed on Reserve study.

**Special Meeting with Verizon FiOS Representatives**

Verizon representatives contacted our property manager recently regarding a proposal to bring FiOs to Woodwinds back in September 2017. The proposal to install FiOs was initiated by Verizon due to the fact that they will be discontinuing the copper land line service. Verizon reps attended the board meeting to answer and address questions and concerns about the current proposal. Some of the questions were:

1. Time frame of the overall installation: 6-8 months
2. Explanation of different phases of the installation process: Phase 1 requires laying down fiber optics cable in the outer perimeter of Woodwinds association per proposal. Phase 2 requires installing the line to each unit to be "ready" for service request.
3. Concerns regarding landscaping and condensation lines
4. RA approval for the installation process
5. When will Verizon discontinue landline service? They plan to send out discontinuation letters at the beginning of the new year and the service end date will be explained in the letter. If FiOs installation request is accepted, copper service will continue until completion of FiOS installation.)

At this time, Verizon will need floor plans for all units and will schedule a date to come out and review a stack of garden style condos to determine "how" they would install the lines to the garden style units. No proposal was signed. Board agreed to wait for Verizon to review floor plans and conduct walk-thru of the garden style condo's and come up with a more detailed proposal before making any decisions.

**Member Forum**

Molly Moriarty and Mitch Raful, both residents at 11620 Ivystone Ct. Unit 201 and 101 respectively, attended member's forum to address concerns about non-residents taking shelter in their building. It is presumed that the non-residents may be people who are waiting for the bus and taking shelter from the cold. The board had asked previous management as well as current management to contact Fairfax Connector and propose moving the bus stop from its current location (which is before the South Lakes entrance way) to the space that is just past the South Lakes entrance. This request was made to discourage commuters to take shelter at 11620 Ivystone Ct. Fairfax Connector is not reviewing the request at this time.

Some possible solutions proposed were to put up a sign or consider a timed-lock device for the doors. Board would need to have management look into cost and options for signs as well as locks for possible long-term solution.

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**Action Items:**

**Existing Action Items:**

47 – Diana to follow up with Ron regarding lock type options for water doors.

**New Action Items:**

Teri requesting to have 10 accounts that are delinquent past 120 days to be sent to attorney.

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

**Executive Session:** None.

**Adjournment:** Meeting adjourned at 8:49 pm.

**Date of Next Meeting:** The next Woodwinds Board Meeting will be held Thursday, January 18<sup>th</sup>, 2018 at Teri's residence.