

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

Date: Thursday, March 21st, 2019

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

ATTENDEES

✓	Name	Position
✓	Eric Orr	President
✓	Peter Sarandinaki	Vice President
✓	Teri Jaeger	Treasurer
	Kathy Ko	Secretary
	Vacant	At Large
✓	Diana Fritts	SCS Property Manager
✓	D'Orsay Ripple	Resident (11612 WBC)

Meeting called to order by Eric at 4:15 pm

Votes (unanimous) approved via email prior to this meeting: None

Acceptance of Minutes: None

Member Forum: D'Orsay Ripple brought photos of landscape areas between 11606 and 11612 WBC and requested corrective action: repair brick border to picnic table pad; fill gap along tree line with holly bushes to correct erosion; relocate hydrangea bush at 11612 to more suitable location (plant to be replaced by unit owner); replace yew with healthier plant. Board will include these requests for discussion with Blade Runners during spring property assessment. Building cleaning was also discussed. Removing black or green stains on brick walls (from water run-off) will improved appearance of property and address Reston Association's citations at time of sale of units

Report of Officers

President's Report: None

Treasure's Report: None

Action Items:**Existing Action Items:**

84 – Proposal from Dixie to replace common fuse boxes in community – **open**

Revised: Diana to ask Dixie to develop RFP to use for this project and to act as project manager/consultant (similar to our repaving project). Project scope will include corrections for code compliance (outward-opening utility doors, etc.).

85 – Proposal for Dixie to replace fuse boxes for individual residents – **open**

Diana to remind Dixie to follow through for those residents who met with their electrician in Aug/Sept 2018

86 – Review M&WR contract (cleaning); currently in final year of 3-year contract

87 – Schedule chimney inspections – **done**

Inspections happening Sat, 23 March.

88 – Reimburse Eric for notary expenses of legal documents – **done**

89 – Sent meeting minutes to auditor – done

New Action Items:

- Contact Finley (paving contractor) to finalize revised proposal for sealcoat application on new pavement and to schedule the task. Coordinate with Blade Runners to provide required additional at-cost service of clearing leaves, etc., before the job.
- Diana to contact AAA to have their trash can removed from the pavilion.

Old Business

Need to vote on Finley proposal for sealcoat application when it is delivered to Woodwinds/Diana.

Waiting on Verizon to provide plan for exterior work to be done in conjunction with FIOS service installation at Woodwinds. Plan is needed for Reston Association (RA) Design Review Board (DRB) application to allow the work. Eric will be responsible for completing the application, securing necessary signatures, and submitting to RA.

New Business

Trash can at pavilion is a constant and continuing source of problems. Residents use it for their personal trash overflow between scheduled trash pick-ups. M&WR (cleaners) use it to deposit trash collected on the property. Trash can is usually full to overflowing and cannot be moved easily to the curb for scheduled trash pick-up. Solution is to have the trash can removed. Residents who use the pavilion for any functions will be responsible for cleaning up after themselves and removing trash immediately after their event.

Parking decals of the 2019-2020 season have been ordered and have arrived. Eric will work to update the parking master list and distribute new decals in April.

Teri will look into investment options for some of Woodwinds holdings. Currently have sizeable funds in a non-interest bearing account.

Executive Session: No executive session held.

Adjournment: Meeting adjourned at 5:15 pm.

Date of Next Meeting: The next Woodwinds Board Meeting will be held Thursday, April 18, at 4:15 pm. at Teri's residence.