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

Date: Thursday, October 10, 2019

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
✓	Judith A. & Leila L.	Residents at 11616 ISC for Member Forum

Meeting called to order by Eric at 4:36 PM

Votes approved via email prior to October meeting: None

Acceptance of Minutes: None

Member Forum:

Judith and Leila, residents at 11616 ISC attended the meeting to bring up landscaping issues with the deterioration of the "corner". The area being referred to is the corner space between 11618 ISC & 11616 ISC. With the corner sloping down towards the sidewalk, the mulch tends to slide down to the sidewalk and consistently appears messy. Requests were made to approve the area with suggestions on placing stones around the corner to build a small wall to hold up the mulch. Board will have Diana look into the cost of the stone build up.

Report of Officers

President's Report: None

Treasure's Report :

- Teri requested from property management to forward September and October invoices for update.
- Edward Jones Account – Gay Bridges, VP of Select Community Services and one of the signors on all bank accounts kicked off of EJ account as a signor. Teri needs corporate information so that we can have an Associa Personnel as one of the signors.
- In our July Board meeting, we approved for transfer of funds into CD's. Currently the reserves are placed in interest bearing accounts accordingly \$375,000 in ST CD's and \$440,000 in Money Market Account.

Action Items:

Existing Action Items:

104- closed; PN99 Lights are fixed

105- QN35 – Additional call needs to be placed with Dominion

New Action Items:

VOTE for selection of vendor for brick cleaning: The board reviewed the two proposals presented by our property manager from August Board Meeting. With both proposals having similar costs and process, the decision came down to accepting Cutting Edge as the vendor to carry out the project. SES (the other company bidding) listed use of two chemicals to clean. Cutting Edge proposed not using any environmentally hazardous chemicals, and since they have a working knowledge of our property as our vendors for various projects in Woodwinds, Eric proposed to move forward to accept the proposal from Cutting Edge. Teri Second; All approved.

New Action Items for Management Co.-

- Peter reported a wooden rail that needs to be fixed
- Diana to follow up with Blade Runners to get a quote on cost of placing stones in the area where the residents brought up having issues during the Member forum.

Executive Session: None

Adjournment: Meeting adjourned at 5:22 pm.

Date of Next Meeting: Woodwinds Annual Board Meeting will be held Tuesday, November 19, 2019 at Reston Association Building 12001 Sunrise Valley Dr, Reston, VA 20191