

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARKFAIRFAX CONDOMINIUM
3360 Gunston Road
Alexandria, Virginia 22302**

May 21, 2008

ATTENDANCE

Directors Present: Matthew Natale, President/Treasurer; Barbara Turpyn (arrived at 7:05 p.m.), Vice President/Secretary; Margaret Cain, Ellis Chaplin, Bonnie Graves, Gerri Horan (arrived at 7:15 p.m.), Kevin McHenka and Kim Stenlund, Directors.

Directors Absent: Karen Elsbury, Director.

Others Present: Paul Cairns, General Manager and Kelly Shiflett, Recording Secretary.

CALL TO ORDER

President Natale called the regular meeting of the Parkfairfax Board of Directors to order at 7:02 p.m. A quorum was present.

AGENDA ADOPTION

The following change(s) was requested to the proposed Agenda: Add Tot Lot under Discussion Items on the Agenda.

(R) MOVED by Ms. Graves, SECONDED by Mr. McHenka: to adopt the agenda as amended. The motion passed (6-0-0), with Ms. Turpyn and Ms. Horan absent for the vote.

ANNOUNCEMENTS

No announcements were given.

POLICE REPORT

Officer Fromm reviewed his report on the recent crime incidents. Officer Fromm noted that individuals selling magazine subscriptions have been soliciting Parkfairfax Residents and he verbally banned them for the community. (A) The Board requested that Management inquire with legal counsel regarding his opinion on solicitation.

COMMITTEE REPORTS

Landscape – Robin Woods reported that Azalea Day was successful.

Recreation – Lynn Humphries reported that the Committee is in the process of working on a

proposal for removing the cal-gym from the exercise room and replacing it with workout stations.

Ms. Humphries presented a proposal from the Committee to replace the volleyball court poles and nets at two (2) of the volleyball courts.

(R) *MOVED by Ms. Turpyn, SECONDED by Ms. Cain: to approve replace the volleyball court poles, nets and installation for two (2) of the volleyball courts for a cost not to exceed \$2,500.00, reserve expense. The motion passed (7-0-0), with Ms. Horan absent for the vote.*

(A) Ms. Humphries agreed to coordinate the replacement project with Mr. Bill Wootton.

Ms. Humphries presented the Committee's proposal for equipment for the exercise room. She suggested that an informal poll be conducted by posting pictures of proposed exercise equipment in the exercise room.

RESIDENT FORUM

A resident attended the meeting to discuss a violation letter received regarding use of a fire pit and he inquired about the status of the policy/guidelines. (A) By general consensus, the Board agreed to discuss this issue later on the agenda and to table the final decision until October 2008 when the weather cools for fire pit use.

MANAGEMENT REPORT

2008-2009 Regular Board Meeting Dates

(R) *MOVED by Ms. Turpyn, SECONDED by Ms. Cain: to approve the 2008-2009 Regular Board Meeting Dates as presented. The motion passed (7-0-0), with Ms. Horan absent for the vote.*

Minutes – April 23, 2008 Meeting

(R) *MOVED by Mr. McHenka, SECONDED by Ms. Graves: to approve the minutes of the April 23, 2008 meeting as written. The motion passed (7-0-0), with Ms. Horan absent for the vote.*

Annual Meeting Minutes

(A) Management presented the draft 2008 Annual Meeting Minutes for Board review and requested that any revisions be provided to Ms. Turpyn.

Reserve Expenses

(R) *MOVED by Ms. Graves, SECONDED by Ms. Horan: to approve the Reserve Expense Report for May, 2008, totaling \$6,969.23. The motion passed (8-0-0).*

2008/2009 Property Insurance Agent/Carrier

Mr. Cairns presented competitive insurance proposals from agents/carriers.

- (R) *MOVED by Mr. McHenka, SECONDED by Mr. Natale: to approve the property insurance for the 2008/2009 policy with Bogart & Brownell for \$177,906.00. The motion passed (8-0-0).***

Permanent Event Signs

Mr. Cairns presented competitive proposals for outdoor reusable signs.

- (R) *MOVED by Ms. Horan, SECONDED by Ms. Graves: to approve the purchase of six (6) outdoor Swinger Signs with standard 4" lettering from Sign Works for a cost not to exceed \$1,150.00, including shipping. The motion passed unanimously (8-0-0).***

T.C. Williams All-Night Drug and Alcohol-Free Graduation Celebration

- (R) *MOVED by Ms. Turpyn, SECONDED by Ms. Cain: to approve the request from T.C. Williams for a \$100.00 donation for their All-Night Drug & Alcohol-Free Graduation Celebration. The motion passed (5-3-0), with Mr. Natale, Mr. McHenka and Mr. Chaplin opposing the motion.***

Clothes Washers/Clothes Dryers Contract

(A) By general consensus, the Board agreed to table decision regarding the Clothes Washer/Dryer Contract and that Management confirm the cancellation policy until the June 2008 meeting.

Reaffirmation of Policy re Staff Restoration of Interior Wall Finishes

- (R) *MOVED by Mr. McHenka, SECONDED by Ms. Turpyn: to approve the Reaffirmation of Practices Regarding Restoration of Interior Walls following Failures of the Common Elements. The motion passed (8-0-0).***

Staff Proposal to Sell Front Door Paint to Unit Owner at Cost

Mr. Cairns reported a staff proposal to permit unit owners to purchase front entry door paint.

- (R) *MOVED by Ms. Graves, SECONDED by Ms. Cain: to authorize Unit Owners to purchase front entry door paint at cost under USP should they need it prior to the four (4) year painting cycle performed by Parkfairfax. The motion passed (8-0-0).***

Fixture Type to Divert A/C Condensate Water from Below Door Entrances

The Board discussed the prototype of a diverter installation for Board consideration. (A) The Board tabled this issue and requested that Management draft a policy for Board review prior to approval.

Appeal of a USP Service Charge

The Board reviewed the request from an Owner appealing a USP charge.

(R) *MOVED by Ms. Turpyn, SECONDED by Ms. Cain: to approve the request from the Owner of 1730 Preston Road for waiver of a USP plumbing charge. The motion failed (0-8-0).*

DISCUSSION ITEMS

King/Quaker/Braddock Public Hearing

Mr. Natale reported that a King/Quaker/Braddock Public Hearing is being held. (A) Mr. Natale agreed to email the hearing date to all Board members and the Board agreed to select a Board Coordinator at a later date.

Unit Services Program (USP)

Mr. Cairns reported that notices were mailed to all Parkfairfax Unit Owners in late April, early May and late May regarding converting the \$50.00 USP deposit to a \$50.00 USP one-time non-refundable fee and providing the opportunity to terminate membership. It was noted that thirteen (13) Unit Owners have opted to terminate their membership. (A) The Board requested that Management distribute one more notice.

Differences between Fire Pits, Grills and Chimmineas

At the request of the Board, Mr. Cairns presented the differences between Fire Pits, Grills and Chimmineas. (A) The Board requested that Management obtain a copy of the City of Alexandria's Ordinance regarding same. (A) By general consensus, the Board agreed to form a Sub-Committee of Mr. Chaplin, Ms. Cain and Ms. Stenlund to work with Management and further explore this issue.

HOT Lane

The Board reviewed the information regarding HOT Lane as proposed by the VDOT.

Tot Lot

(A) The Board discussed the status of the tot lot at Building 215 and agreed to remove the tot lot and restore the grass.

EXECUTIVE SESSION

- (R) *MOVED by Ms. Turpyn, SECONDED by Ms. Cain: to recess the Open Session at this time (8:45 p.m.) and reconvene in Executive Session to discuss delinquencies and personnel issues as permitted by subsection (C) of section 55-79.75 of the Code of Virginia. The motion passed (8-0-0).*
- (R) *MOVED by Ms. Turpyn, SECONDED by Ms. Cain: to exit Executive Session at 9:35 p.m. The motion passed (8-0-0).*

The Board returned to Open Session and took the following actions:

- (R) *MOVED by Mr. McHenka, SECONDED by Ms. Cain: to accept the proposed payment plan to satisfy the delinquent balance on Account #60702, subject to the usual interest and other stipulations applied to Parkfairfax payment plans. The motion passed (8-0-0).*
- (R) *MOVED by Ms. Turpyn, SECONDED by Ms. Horan: that the Parkfairfax Board of Directors initiate a Management Company Search and Research process. Since it has been 12 years since the last search, the goal is to be sure Parkfairfax has the best Management Company for the future. The Board hopes to complete this process within 6 months. While current contractor is a candidate, a variety of factors will be considered, including experience, changes in the marketplace and within our own community, and a fresh perspective toward a vision for the future. The motion passed (8-0-0).*

ADJOURNMENT

All business having been completed, the meeting was adjourned at 9:39 p.m.

Respectfully submitted,

Barbara Turpyn, Association Secretary

DATE APPROVED: _____

ATTESTED BY: _____
(Name)

(Title)

(A) = Action

(C) = Calendar Item

(R) = Resolution Item