

WOODWINDS COUNCIL OF CO-OWNERS
BOARD MEETING MINUTES

Date: Thursday, April 25, 2017

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

Attendees – Board members, Management, Community, Vendors

<input type="checkbox"/>	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
X	Gavin Wright	Secretary
	Peter Sarandinaki	At Large
X	Diana Fritts	Property Manager, Associa SCS

Board votes approved unanimously via email prior to the month meeting

- On April 7, the board voted unanimously to approve window replacement for Ruth Stilphen at 2100 GWW #101.
- On April 7, the board voted unanimously to approve the window replacement for Anand More at 2102 GWW #200.

Meeting called to order by Eric Orr at 7:04 p.m.

Approval of Minutes

March Meeting Minutes were not prepared or presented to the board for approval.

Report of Officers

President's Report

No report.

Treasure's Report

- Need to review some expense coding to ensure future statements are correct. Also, we can cut down or change the number of standard reports provided by SCS.
- Woodwinds finally received the 2014 tax refund that Horizon had been working on.

Manager's Report

No report.

Old Business

- Utility Door Lock Project - Teri motions to accept proposal from Cutting Edge to replace all locks on utility doors for \$11,665. Patrick second, all approve.

New Business

- Molly 11620 ISC #201 Window Replacement Request - Teri motions to approve, Patrick second. All approve.
- Teri motions to schedule a carpet cleaning with MW&R in May. Patrick second, all approve.
- Teri motions to schedule a window cleaning with MW&R in May. Patrick second, all approve.
- Mercer has drafted new collections policy to line up with our current bylaws. Board will review the information and discuss it at the next board meeting in May.
- 11608 ISC storm door – Wrong color. Letter was sent. SCS will send a second letter.
- Trees at rear of 2100 GWW have still not come down. SCS will contact Reston Association to see where they stand.
- 11617 ISC - Send a letter to the unit owner informing them that they should remove their Christmas wreath that is sitting on the ground outside of their unit.
- SCS will send a letter to Kate Davidson asking for an update on stock for plants that weren't available last fall.

Action Items

- 21 - Update Henry's towing information. Diana to update..
- 22 - Installing locks on the utility locks. Vote took place at April meeting.
- 23 - MWR dog station refills. SCS had a conversation to enforce the need.

Executive Session

Session Started: 7:40 p.m.

Session Notes

- 2108 GWW #101 - SCS will reach out to renegotiate payment terms.

Session Ended: 7:50 p.m.

Adjournment

Eric motions to adjourn at 8:33 p.m. Teri second, all approve.

Date of Next Meeting

The next meeting is on Tuesday, May 16, 2017 at 7 p.m. 2102 Green Watch Way, Unit 300.