

WOODWINDS COUNCIL OF CO-OWNERS
BOARD MEETING MINUTES

Date: Tuesday, May 16, 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
X	Peter Sarandinaki	At Large
X	Diana Fritts	Property Manager, Associa SCS

Board votes approved unanimously via email prior to the month meeting

- On April 27, the board voted unanimously to approve the installation of gas meter at rear of 2114 GWW #101 for gas service to 2114 GWW #201.

Meeting called to order by Eric Orr at 7:02 p.m.

Approval of Minutes

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

Report of Officers

President's Report

No report.

Treasure's Report

No report.

Manager's Report

No report.

Old Business

- Merger Trig collections policy. SCS will send the policy to the board and also include them in the June board meeting for discussion.
- Plumbing issue at 2116 GWW #201. Kiddco will come back and take the areator off the sink.

New Business

- Teri motions to accept a bid from Blade Runners to rebuild the retaining wall at 11605 Windbluff Court in the amount of \$1,671.19. Patrick seconds. All approve.
- Teri motions to accept a bid from Finley Asphalt and Concrete to replace asphalt and concrete around the community, the final contract amount and scope of work will be established prior to project commencement, changes to costs and scope will be provided in an addendum to be reviewed by consults and approved by the board of directors. Current estimate is \$488,908. Patrick second. All approve.
- Teri motions to pay \$7,000 as an initial retainer to a consult on the asphalt and concrete project. Patrick second. All approve.
- The board will like to thank Patrick for all his service on the board as the Vice President. He's been on the board since 2006. He's selling his unit and must vacate his position on the board. Thank you Patrick.

Action Items

- 26 - Schedule Carpet Cleaning. Still being scheduled. But should be happen soon.
- 28 - Second notice to McQueen. Sent. No response.
- 29 - Violation to 11607 regarding Christmas wreath. No response.
- 30 - Tree removal. Trees are removed.
- 32 - Contact Davidson about shrubs. SCS will end relationship with Kate effective immediately. SCS will also contact Diversified to end the relationship immediately.

Executive Session

- No session

Adjournment

Eric motions to adjourn at 8:38 p.m. Teri second, all approve.

Date of Next Meeting

The next meeting is on Thursday, June 15, 2017 at 7 p.m. 2102 Green Watch Way, Unit 300.