
WOODWINDS COUNCIL OF CO-OWNERS
BOARD MEETING MINUTES

Date: Thursday, January 19, 2017

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

Attendees – Board members, Management, Community, Vendors

	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
	Gavin Wright	Secretary
X	Peter Sarandinaki	At Large
X	Diana Fritts	Property Manager, Associa SCS
X	Angie Trumbull	Owner. 11618 Ivystone Court, #100.

Board votes approved unanimously via email prior to the month meeting

- None.

Meeting called to order by Eric Orr at 6:58 p.m.

Approval of Minutes

Teri motion to approve minutes as amended, Patrick second. All approve.

Community Concerns

- Angie Trumbull, 11618 ISC #100. Angie submitted ARC for window replacement (all windows) Angie will send specs to Diana, and Diana will review and forward to board. Board plans to vote via e-mail.

Report of Officers

President's Report

No report.

Treasure's Report

- Teri needs new "signers" to the Edward Jones account for SCS Associa.
 - Follow-up: Diana Fritts will send those names to Teri.

Calendar Review

- None.

Old Business

- Pavement Project
 - Eric will send Diana all pavement information to bring Associa SCS up to speed on the project.
- Linda Liner Leak Issue
 - Eric will communicate with Linda to get a summary of actions taken thus far, so Associa SCS can get up to speed on her leak issue.
- Potomac Services Vent Covers
 - Diana will follow up on getting vent covers or refunds from Potomac Services for the vent cleaning proposal.
- Parking Lot Striping
 - Diana will cancel striping in parking lot since the board plans on repaving the surface.
- Dog Bag Replacement Info
 - Teri will send Diana the dog bag replacement information.

New Business

- FHA Home Loan Status
 - FHA update is due March 17, 2017. Teri votes to spend \$1,100.00 on "Condo Approvals USA" to submit FHA requalification paperwork. Eric second, all approve. Teri signed agreement and returned to Diana.
- Chimney Inspections
 - Diana Fritts to schedule chimney inspections. Eric will send list of addresses.
- January Late Payment Fees
 - Board agrees that no late fees should be assessed for late January payments due to notices and envelopes going out late.
- Parking Decals
 - 2017-2018 Parking Decals have arrived. Eric will begin distribution.

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Action Items

- None.

Executive Session

No session.

Adjournment

Patrick motions to adjourn at 8:39 p.m. Eric second, all approve.

Date of Next Meeting

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