
WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING
MINUTES

Date: Wednesday, June 25, 2014

Location: 11604 Ivystone Court, Reston, VA 20191

Attendees – Board members, Management

<input type="checkbox"/>	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
	Gavin Wright	Secretary
X	Diane Morris	At Large
X	Roger Fons	Property Manager, Horizon Community Services
X	Steve Ludden	Asst. Property Manager, Horizon Community Services
X	David Cicciarelli	Horizon Community Services

E-mail approved board votes prior to the month meeting

Approved part of landscaping proposal from Diversified Contractors, LLC – the first 11 line items, dealing with Enhancement Area #1, at the Soapstone Entrance to Woodwinds for \$4,938.00. Unanimously approved.

Meeting called to order by Eric at 7 p.m.

Approval of Minutes

April 2014 minutes approved.

Community Concerns

None.

Report of Officers

President's Report

No report.

Treasure's Report

Has concerns about invoices and balances, specifically:

- 5/28 Board vote to move members equity to reserves hasn't been completed.
- Refund from Diversified hasn't been reflected in the bank statement
- Chimney inspection cost was \$4,000 vs. the usual \$700.
- Overall financials are much higher than normal at this point last year.
- Should only be \$10,000 over on snow removal.

Manager's Report

No report.

Old Business

- Speed Bump – Signed contract with Pro-Pay, however, Teri doesn't think that's the correct contractor. Should have been with Pro-Payment Solutions.
- Map of community will be given to new managers. Also noted that the housing numbers are identical on Ivystone Court and Windbluff Court, which can be confusing to vendors.
- Horizon will follow-up with EV Air regarding balconies.
- Horizon will contact Cutting Edge to paint the radon venting. Painting must be painted the trim color specified by RA.
- Street Lights on GWW – Steve has been in touch with Dominion about the issue.
- FHA compliance package – Roger is putting together the package.
- 2112 #201 Dryer vent into the wall – Board gave approval to connect venting existing vents and that the board will pay for those costs only.
- 11606 Windbluff Court Lights Off – Bills were being sent to a address in Frederick. Now being redirected to Horizon.
- 11612 Ivystone #300 – Heater to prevent frozen condensation line. Working to reimburse the owner and Cutting Edge to reimburse Woodwinds.
- Replacing Patio Home Slider Doors – Eric went to RA. RA informed WW that we must adhere to the 3 pane specification and must find another source.

New Business

- Patrick Shagena: Carpet cleaning company interested in business with Woodwinds. Unfortunately Woodwinds has a contract in place through 2016.
- Eric Orr: Requested reimbursement for postage and handling to RA. Approved and will be forthcoming.
- Executive Session unit identification – Pia advises that we should not be identifying the specific unit numbers in board minutes.
- Diversified Proposal – Watering new plantings at \$40/hour but they are required to use WW hoses and water supply. Watering is weekly thru 2014. Teri motions, Eric second, all approve.
- Woodchipping between 2100-2110 – WW needs to obtain woodchips (maybe from Thrive). Vote deferred until next meeting.
- Kate Davidson and Landscaping Project – Original budget was \$216k, now estimates are more than \$300k because there were issues that needed to be addressed immediately. WW also has a 6 month extension to take up to November 2014. WW has several alternatives, the board can choose one of below, or find another way to find the money to fund the rest of the project. Additionally, the board will need to vote in July for the work in September.
 - Can fund all the planting this year by using the money reserved for revising governing documents.
 - Reduce balcony count for 2015 from 15 to 10 and use funds from that project to fund the remaining landscape project.
- 11615 Windbluff Court Steps – Diversified vs Ron is either replacing what's there, or replace and bring items up to code including new rail system.
- Five trees required by RA along South Lakes Drive – Does WW want Kate Davidson to get a waiver from RA (cost of \$80/hour T&M). We have \$3k for the trees, but WW needs to make sure that the trees will be approved by VDOT and not affect line of sight. Needs to be voted on in July.

Executive Session

None.

Adjournment

Concluded at 8:35 p.m.

Date of Next Meeting

The next Woodwinds Board Meeting will be held Wednesday, July 23 at 7 p.m. at 2102 Green Watch Way, Unit 300, Reston, Va.