

WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING MINUTES

Date: Thursday, September 20th, 2012**Location:** 2102 Green Watch Way #300, Reston, Va. 20191

Attendees – Board members, Management

✓	Name	Position
✓	Eric Orr	President
✓	Patrick Shagena	Vice President
✓	Teri Jaeger	Treasurer
✓	Travis Collins	Secretary
✓	Richard Harrison	At Large
✓	Diana Fritts	Property Manager, Horizon Community Services

Meeting called to order by Eric at 7:00PM.

Approval of Minutes –

Eric moved to accept the minutes as amended. Passed unanimously.

Report of OfficersPresident's Report

No president's report

Treasure's Report -

Under budget in most budget categories, and slightly over in a few.

Old Business

Diana reports that most fan inspections have been completed.

New Business

Teri moved that 11602 Ivystone fan be repaired or replaced if not covered under warranty. Eric seconded. Passed unanimously.

Teri moved that Potomac be engaged to clean all external dryer vents at \$4,176. Eric seconded. Passed unanimously.

Eric to draft a “trash letter” that will be hand delivered to units.

Eric discussed having a permanent outdoor bike rack installed.

Teri moved to perform the 2nd of the three budgeted window cleanings for the year. Eric seconded, and approved unanimously.

Country Termite is investigating wasp/hornet nets at 2120.

Travis Collins asked for an exception to single real estate sign for the sale of his unit. Two signs, one on each side of the unit is requested. Eric moved to approve. Teri seconded. Passed unanimously

Action Items

9884 – Get additional detail for window replacement application. Closed

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9886 – Get information on anticipated prices increases for water, gas, electric, and Horizon Community Services for 2013. Open, pending response from water, gas, and electric companies.

9887 – Get price quote from Potomac Services for drier vent cleaning. Closed. No increase; \$4,176.

Adjournment

Closed at 8:34 PM.

Date of Next Meeting

The next Woodwinds Board Meeting will be held on Thursday, October 18th, 7:00 p.m. at 2102 Green Watch Way #300, Reston, VA 20191.