

**WOODWINDS COUNCIL OF CO-OWNERS
BOARD MEETING MINUTES****Date:** Friday, December 21, 2018**Location:** 2102 Green Watch Way Unit 300, Reston, VA 20191**ATTENDEES**

	Name	Position
✓	Eric Orr	President
✓	Peter Sarandinaki	Vice President
✓	Teri Jaeger	Treasurer
✓	Kathy Ko	Secretary
	Vacant	At Large
✓	Diana Fritts	SCS Property Manager

Meeting called to order by Eric at 4:07 PM**Votes approved via email prior to December meeting:** None**Acceptance of Minutes:** August minutes were submitted for approval. Teri moved, Eric second; All approved.**Member Forum:** None**Report of Officers****President's Report:** None**Treasure's Report:** None

Action Items:

Existing Action Items:

- **FHA Renewal has been approved.**
- **Verizon** : No response to Diana Fritt's email sent on December 13th, 2018 regarding Verizon's request to begin installation of FiOs at Woodwinds. Per Verizon's communication to management and the board, they wanted to begin installation of cables in the garden style units during the holidays. No communication response on a clear action plan and dates from Verizon so that the board can communicate to Woodwinds residents.

New Action Items

- **Fairfax County Dept. of Public Works:** County project being planned to begin early months of 2019 to improve South Lakes Drive walkways from Greenskeepers Ct. to Sunrise Valley Dr. County requested 2 board members to sign a letter of acknowledgement and return. Copy of the letter is with the property manager.

New Action Items for Management Co.-

- Fireplace inspections
- Finley Asphalt- Schedule sealing and painting for the community.
- Send violation letters to 11617 Windbluff Ct. & 2104 GWW Unit 201 for community violation.
- Contact Dominion regarding lights that are faulty and having outages.

Executive Session: None

Adjournment: Meeting adjourned at 4:31 pm.

Date of Next Meeting: The next Woodwinds Board Meeting will be held in January 2019. Date, time, and location TBD.