

WOODWINDS COUNCIL OF CO-OWNERS BOARD MEETING MINUTES

Date: Wednesday, May 29th, 2019

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 4:26PM

Votes approved via email prior to May meeting: None

Acceptance of Minutes: February and March 2019 minutes presented by the Secretary.

Teri moved, Eric Second; All approved.

Member Forum: None

Report of Officers

President's Report: None

Treasure's Report: None

Existing Action Items:

- **VOTE on property damage repairs:** Property manager shared results of exterior property damage assessment conducted by Cutting Edge for 11616 ISC Unit 100, resident, Lila Lewis : Patio slab cracked. Cost to repair \$2895. Teri moved, Eric second; All approved to move forward to repairs and the cost.
- **VOTE on dead tree removal:** In reference to May (April) Management report and the proposal prepared and submitted by Blade Runners (dated May 3, 2019) for property landscape assessment conducted on April 19, 2019; several trees throughout the community need to be removed as they are dead and posing potential property damage. Removal is needed as follows:
 - Removal of (1) tree near 11608 ISC - Cost \$1280
 - Removal of (2) tree near 11616 ISC - Cost \$2560
 - Removal of (1) tree near 11618 ISC - Cost \$ 880

In addition from April's walk through conducted by Teri Jaeger, Diana Fritts (Property Manager), and Blade Runner's, entire community's landscape was reviewed to replace dead shrubs in parts of Woodwinds, various pathway repairs and restoration, turf repairs, rebuild new drains where damaged,

Teri moved, Eric second; All approved for removal of dead trees and cost presented by Blade Runners.

New Action Items:

- **VOTE on carpet & window cleaning for garden style units:** Cost of window cleaning; \$1,105 and carpet cleaning; \$1,285. Teri moved, Kathy second; All in favor.
- **Balcony Renovations-**Kathy noted that balcony at 2104 GWW Unit 301 has deteriorations that may need replacement or review to ensure that no major attention is needed. Also brought up when the next round of balcony renovations will take place that is part of the reserve study for the community.
- **Excess Funds in the Operating account-** Kathy requested that Teri and the board review moving of majority of funds in operating (non-interest bearing) checking account to interest bearing accounts in existence as well as review options to put in savings vehicles that earn interest so that the reserve funds are growing and maintaining value and keeping up with inflation per reserve study.

Executive Session: NONE

Adjournment: Meeting adjourned at 5:22PM

Date of Next Meeting: The next Woodwinds Board Meeting will be held Thursday, June 20, 2019