
WOODWINDS COUNCIL OF CO-OWNERS
BOARD MEETING MINUTES

Date: Thursday, June 18, 2015

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

Attendees – Board members, Management, Community

•	Name	Position
X	Eric Orr	President
X	Patrick Shagena	Vice President
X	Teri Jaeger	Treasurer
X	Gavin Wright	Secretary
	Diane Morris	At Large
X	Steve Ludden	Property Manager, Horizon Community Services
X	Leslie F.	Owner 2104 Green Watch Way, Unit 201

Board votes approved unanimously via email prior to the month meeting

None.

Meeting called to order by Eric Orr at 7:04 p.m.

Approval of Minutes

Eric Orr moved to approve May 2015 meeting minutes as amended; Patrick seconded. All approved.

Report of Officers

President's Report

No report.

Treasure's Report

No report.

Manager's Report

No report.

Old Business

- VA Dominion Power. Eric met with Jerry Northedge, the lighting contact at Dominion. Dominion Power does have shoebox lights they will use to replace our lighting instead of the colonial.
 - Eric will meet with Jerry again to discuss more options to present to the board at the next meeting.
- 11602 Windbluff - Horizon will have Blade Runners address the dirt in front of the unit.
- 11634 ISC - Horizon will also ask Blade Runners to patch the dirt behind this unit.
- More VA Dominion Power
 - Nathan is the VA Dominion Power Project Manager. He's going to get in touch with Kate to discuss the replacement of trees along the project along South Lakes Drive.
 - Nathan still has not provided a plat map. Eric will follow-up with Nathan to try and obtain the plat map.
- Fire extinguishers - Cintas is performing the required checks.
- Fire Alarm Batteries - Horizon is going to get Good Son to replace them this year.
- Hot Water Heaters - Horizon will schedule an inspection with American Steam and Boilers.
- Gas Access at rear of units - Horizon is still working on getting the plat map from Washington Gas.
- Insulation Project - Horizon is getting more bids. Current quotes are coming in at \$2,000 to \$2,500/unit.
- Carpet and Window cleaning - Horizon is coordinating with M&WR.
- Gutter Cleaning – The contracted company should be coming out very soon. Horizon has been in touch in the past few days.
- Web site language - Horizon will follow-up again with our legal.
- Advantech - Eric needs to make corrections to the provided quote and give back to Horizon.
- 11644 ISC - Still a strong mildew smell. Board looking into getting prices to put a new vapor seal on the wall. Horizon will talk to 11642 ISC to do a visual inspection in their basement.

New Business

- Teri moves to appoint Leslie F. as a new board member (At Large), replacing Diane Morris, effectively immediately. Eric second, all approve.
- Gavin will replace the sheets in the garden style units. Leslie will make the change on the Web site. Horizon will update all associated comments.
- Birds nesting in dryer vents. Horizon will look into the issue.

- Aspect Tree Service - Teri moves to accept the proposal for \$27,185 for all work. Eric second. All approve.
- Google Group for Woodwinds Board - Will be addressed at next meeting when everyone accepts the invites.
- Google Group for Woodwinds Residents - Will be discussed at the next meeting.
- Teri moves to allocate \$1,400 for power washing units at 2104 GWW as "test" unit. Eric second. All approve. Horizon will also look into "sealing" the bricks.

Action Items

None.

Executive Session

Entered into session at 8:52 p.m.

- Covenants Violations – Numerous violations were accumulated via a walk through of the property. The board will coordinate the letters to be sent to the offending parties.

Session concluded at 9:14 p.m.

Adjournment

Concluded at 9:14 p.m.

Date of Next Meeting

The next meeting will be Thursday, July 16 at 7 p.m. Location is 2102 Green Watch Way, Unit 300, Reston, VA 20191.