

WESTERLIES COUNCIL OF CO-OWNERS
Minutes of Board Meeting

August 21, 2012

Call to Order

Vice-President Chris Rossillo called the regular meeting of the Board of Governors to order in the Safeway Grocery Store at 7:05 p.m.

Board members present:

Chuck Walley, President
Chris Rossillo, Vice-President
John Sterling, Treasurer
Nancy Ploss, Member at Large

Service providers present:

Camellia Fries, Portfolio Manager from GHA Community Management

Approval of Agenda

A motion was made by to approve the meeting agenda as presented. The motion was seconded and passed unanimously by the Board.

Owners and Residents Forum:

Unit 1851 - Peggy Sas: She has not been reimbursed by Dominion Towing (\$225). Camellia spoke with Dominion and requested reimbursement, faxed violation to her.

Discussion – they are no longer allowed to patrol our parking lot.

Unit 1800 - Janet Depaz: The water spout is broken on a top unit and the main shutoff valve is in her unit. She is upset because this is not considered a common area item, where she reports it was in the past. She expresses that we should not spend money on lawyers looking into such issues.

Unit XXXX - Shelia: Gets a funny smell in her drain in the kitchen. Anyone else?

Unit 1786 – Joe Zacharia: Neighbors left behind roaches. He is in an upper unit. Bringing to attention, but he will take care if it. He had this issue three years ago and the three units were sprayed.

Discussion - Roach Motels, Baking Soda and Boric Acid are effective.

Unit XXXX - Billy Smith: Trees are damaging cars. Will the tree trimmers please do a better job in trimming trees? Discussion: Nancy noted Bartlet trees put in a thorough proposal in January but and we eliminated a lot of work in it due to budgetary concerns. This will be addressed in next year's budget.

Unit 1809 – Valerie Smith: Wants to see community news.

Unit 1719: Valve is dripping under the deck – we'll get that fixed.

Unit 1806 - Janet Depaz: Bushes in front and a bunch of weeds. She wants this area repaired.

Unit 1758 - William Depaz: Had a bathtub leak, resulting from water infiltration. Has communicated with the board and nothing has happened.

Review/Approval of Previous Meeting Minutes:

A motion was made by John Sterling to approve the minutes of July 17, 2012 Board meeting as presented. After a discussion, the motion was seconded and passed unanimously by the Board.

Reports

Management Report by Camellia Fries:

Water Infiltration:

Camellia and Pat Crawford met and inspected the last three outstanding units. Work is being delayed on one unit because the owner is requesting a storage pod. After further discussion, the board unanimously denied the request for the pod.

American Restoration is scheduled, tentatively, to complete caulking on the week of August 27.

Pool:

The motor for the pool pump recently failed and was replaced today, August 21. A new proposal for 2013 pool management was received from Sunset.

Treasurer report by John Sterling:

Income: \$55,972; monthly disbursements: \$33,729; reserve deposit: \$11,338. A payment of \$38,000 was made to American Restoration, netting a loss of \$15,800. Our YTD balance is \$49,595 and our reserve balance is \$163,000.

Committee Reports

None

Officer reports

None

Old Business

A. Towing Policy

Discussion about towing policy where Camellia reported we no longer hold a contract with Dominion Towing. They are no longer allowed to troll the parking lot looking for disabled cars. They will respond to calls from the Board of Directors if cars are found to be parked illegally.

B. Pool Issues

Sunset will supply pool attendance logs from the summer, which will be used by the board to set hours for the 2013 season.

Pool house plumbing issue continues to occur. The cause is a backup in a unit owner's garbage disposal. The owner has not responded to our proposal to resolve the garbage disposal issue. If we have another incident, he will have to install a new disposal at his expense.

C. Water infiltration repairs for three outstanding units

Two interior units were completed and a third is waiting on a pod for storage. A motion was deny the request for the Board to rent a storage pod for the repair of one unit.

Henceforth, interior work is termed "Water Infiltration" while outside work is "Foundation Preservation."

D. Roofing contractor walk-through 7/31/12

GHA was onsite to tour two courtyards and look at downspout issues. They agreed to inspect all downspouts to ensure the bottom of the spouts correctly extend and displace water away from the buildings. Upon completion of the inspection from GHA, we asked for a list of units where the downspouts have been corrected and those that are pending. We also want a list of the remaining areas on the sides of the buildings where the downspouts are inadequately extended for additional follow-up work

E. American Restoration walk-through occurred on July 20.

During this walkthrough, we raised caulking issues throughout the courtyards. American Restoration agreed to caulk the walkway joints of the units that were completed to a substandard level.

F. Status of GHA monthly report improvements.

Chris Rosillo discussed documents for which he has asked but not yet received from GHA. We are looking for bids, change orders and invoices from American Restoration and Commercial Roofing for work occurring in 2010, 2011 and 2012. We are also looking for a service contract analysis and monthly violations report.

New Business

A. Water Usage Update

Nancy Ploss and John Sterling have been working on this issue, where John has been analyzing bills and Nancy has been talking with Fall Church Water employees. The position of the Falls Church Water Authority is they will not make any adjustments or send anyone to the property until we personally check all units for leaks and have all owners perform a dye test in their toilet tanks. More to come on this issue.

B. Reserve Draw

Camellia will adjust the monthly reserve contribution to achieve \$114,000 at the end of 2012.

C. Dehumidifier Policy

The Board reviewed the policy developed, but not passed, by the 2011 Board. Minor corrections were made and Camellia will pass them to Rees-Broome for their review. We will review and vote on the policy in the September meeting.

Executive Session: The Board met in a closed executive session.

Adjournment The meeting was adjourned at 9:35 p.m.