

FAIR WOODS HOMEOWNERS' ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
May 27, 2021

CALL TO ORDER

Ms. Gilmore called the May 27, 2021, meeting of the Fair Woods Homeowners Association to order at 7:04PM.

Board Members Present:

Patricia Lewis – Vice President (Acting President)
Joe McDonald - Treasurer
Ted Winograd - Secretary
Pam Gilmore – Member at Large
Carol Miller – Member at Large

Management Present: Monica Burdock, SFMC, Inc.

APPROVAL OF MINUTES

MOTION made by Ms. Gilmore to approve the April 29, 2021 minutes as submitted. Motion seconded by Ms. Miller. All approved.

COMMITTEE REPORTS

ARB:

Ms. Miller reported that there had been one submission in the past month. Mr. Winograd asked for clarification on what is required for the application/approval process.

Events Committee:

Ms. Gilmore stated that the events committee had reconvened to discuss the pending yard/garage sale. It was decided to hold it on Saturday July 10th with July 17th as the rain date. It will be advertised via postings on the mail kiosks, e-mail blasts, the community website as well as Craig's list.

Grounds & Landscaping Committee:

Committee is on hold at the moment.

FINANCIALS

Ms. Burdock discussed the April, 2021 financials.

Ms. Burdock also discussed the need for a watering contract to protect the landscaping.

MOTION made by Ms. Miller to approve the watering contract from Shenandoah with the following contingencies. Shenandoah will need to log all time/hours that they work/water and submit proof before payment will be made. The cost will be \$75/hour and the tentative schedule will be 4 x week (and as needed per the temp guidelines). The board wishes to try this out for two months and then they will re-evaluate. Motion seconded by Ms. Gilmore. All approved.

OLD BUSINESS

Sidewalks: *MOTION made by Ms. Gilmore to approve the proposal from Precision Safe Sidewalks for repair of the sidewalks in the community. Amount is not to exceed \$9,700 and is to come out of the reserves. It holds a one-year warranty. Motion seconded by Ms. Lewis. All approved.*

Grounds Maintenance Contract: Board decided to table this discussion until next meeting with new management.

Repair of Turf 12539 & Adjacent Common Area: Board is requesting that management reach out to Fairfax County to investigate.

Trash Signage for Zelkova: Ms. Gilmore reported that there are 11 general areas in the Alder Woods section to be addressed as well as 14 areas in the Burning Bush Section for a total 25 signs needed, at a minimum. She is working on the details of color and measurements for the signs and will report back to the board via e-mail with her findings and for a possible vote.

NEW BUSINESS

Annual Meeting: Board was presented with the Administrative Resolution 21-1: Procedures Relating to Board, Committee, & Annual Meetings (Electronic Meetings). This discussion was tabled to the next meeting.

EXECUTIVE SESSION:

MOTION made by Mr. McDonald to enter Executive session at 8:21pm to discuss delinquent accounts, and legal issues. Motion seconded by Ms. Gilmore. All approved.

MOTION made by Mr. McDonald to close executive session at 8:45pm. Ms. Lewis seconded. All approved.

ACTION FOLLOWING EXECUTIVE:

None required.

ADJOURNMENT:

MOTION was made, seconded, and passed by unanimous consent to adjourn the meeting of May 27, 2021, at 8:45 PM.

RECORDING SECRETARY: Candee Percherke