

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**February 10, 2026 Board Minutes**  
**Online via Zoom**

**ATTENDEES:** Charlie Robbins (President; Presiding), Jeremy Wiedemann (Vice President), Maynard Dixon (Treasurer), Dianne Altuna (Secretary), TJ Doyle (At-Large Member), Crystal Williams (Account Manager, Cardinal Management), John Adams (Fence Project Manager, Cardinal Management), and Amy Steliga (On-Site Manager, Cardinal Management).

**CALL TO ORDER:** The meeting was called to order at 6:31pm by the President via Zoom.

**FENCE PROJECT UPDATE:** John Adams, Fence Project Manager with Cardinal Management, reported on the pre-bid meeting that was held this morning and attended by multiple contractors. The contractors emphasized the importance of communication and coordination with co-owners and residents regarding fence installation, particularly regarding the need for two feet of clearance on both sides of the fence. John noted that while most homeowners would cooperate, some may resist moving items against the fence, and the board confirmed that homeowners bear the risk of damage in such cases. The next steps include receiving bids by February 24, analyzing them, and having legal counsel draft a contract for the project, which will be implemented in a logical order starting with Court 1 and proceeding through Court 16.

By consensus, the board agreed that bidders for our fence replacement project should submit alternative bids based on patio gates lumber in addition to the cedar prescribed in the existing specs.

**RESIDENTS' FORUM:**

Residents attending: Mike Schneider (Court 5), Angela Donatelli (Court 6), Susan Hunchar (Court 10), John McKennan (Court 12), Lori Derkay (Court 12), Mary Bley (Court 12), and Jay Yianilos (Glen Echo Editor).

John McKennan raised issues about underground communication lines, particularly in the area behind Court 12, emphasizing the need for careful coordination with utility companies. Anagela Donatelli warned about similar lines being somewhat shallow in the ground behind Court 6. Management agreed to investigate further.

**BOARD MEETING MINUTES:**

**02.10.26.01 Motion.** Moved to approve the meeting minutes from the January 13, 2026, board meeting as presented. Motion passed unanimously.

**BOARD MEMBERS' REPORTS:**

President –

The President addressed the weather issues that we've had since the snow/ice storm of January 25. He called this the worst weather event of its kind in his lifetime. He praised Onsite Manager Amy Steliga, Onsite Staff Nelson Ordoñez and María Castro, and our snow removal contractor for their tremendous efforts. He also thanked our residents, whom he said have done a lot to help their neighbors during this time. He also warned all residents to beware of ice falling from roofs.

Vice President –

The Vice President agreed with the President that this weather event has been a disaster. He asked management for clarification on the responsibility of clearing the Arlington County sidewalks, to which the Onsite Manager said this is a Glen responsibility. He suggested that Onsite Staff should be mindful of keeping drains clear when melting of the snow/ice starts. He asked management about billing from the snow removal. The first bill has been received and approved for payment.

Treasurer –

Management reported several silver vent caps came off of Glen roofs due to the heavy winds and ice. Management checked with James R. Walls Contracting and reported that replacement vent covers are now black.

**02.10.26.02 Motion.** Moved to approve replacing damaged silver roof vent covers with black, sloped vent covers, a better product, as suggested by Walls Contracting, and to notify Restoration Engineering, Inc. (REI) of the change. Motion passed unanimously.

The Treasurer asked those present to use his Gmail address for all Glen business emails.

The Treasurer raised concerns about vacant units in the Glen. By consensus, the board agreed with the Treasurer's request to ask legal counsel to advise the Glen about procedures that are allowed under our legal documents and Virginia law to deal with hidden problems caused by unattended vacant units, such as running water, burst pipes, basement water intrusion, and trespassing.

Management agreed with the Treasurer's request to change the format of the Income Statement in its financial reports so as to list Account 61572 Special Projects/Improvements under the landscape group of accounts rather than under the Repairs & Maintenance group of accounts. The Treasurer explained that we added Account 61572 as a landscape account to budget for special landscape projects, and that we have, in fact, been using it for this purpose. Its inclusion in the Repairs and Maintenance group of accounts confused him and will confuse others who are trying to budget and to monitor landscape expenses.

The Treasurer asked that the Account Manager set a date when she can meet with him and the President about setting up the Vanguard equities investment account required under Part II of the Glen's Investment Guidelines.

In response to a request by the Treasurer, management agreed to continue to work with him about gaining access to ledger information in the board-only part of the members-only website that is maintained by Cardinal Management. The Treasurer will try to locate an email thread where he and management technicians have been working on this.

**02.10.26.03 Motion.** Moved to approve continuing interior resale inspections by Cardinal Management by providing Cardinal with a waiver to move forward. Motion passed unanimously.

**02.10.26.04 Motion.** Moved to approve asking Cardinal Management (a) to bill all co-owners retroactively at the dues levels that were approved for 2026 by vote during the November 2025 Annual Meeting; and (b) to correct for any overbillings or under-billings at its own expense. Motion passed unanimously. The Treasurer explained that the goal was to put the Glen and its members in the same position as they would have been if the approved dues levels had been changed from the beginning of the year.

Secretary –

**02.10.26.05 Motion.** Moved to ratify the earlier unanimous email vote to approve the addendum to the Atlantic Pool Service, Inc. contract in the amount of \$68,986 to cover the upcoming pool season.

At-Large –

Added his thanks to Onsite Manager Amy Steliga and Onsite Staff Nelson Ordoñez and María Castro for a great job with snow and ice removal after the January storm.

### **COMMITTEE REPORTS:**

Pool

There are just over 100 days until the pool opens. We are currently looking for lifeguards for the summer season.

Landscape

No update.

Court Representatives

The Court Representatives Group (CRG) will meet again in April. Ten members met on January 21 asking a lot of questions about the fence project and raising concerns about animals getting into trash bags. A new rep will be needed in Court 8.

Safety

The Fairlington Citizens Association (FCA) is planning a presentation on sidewalk designs in the King Street corridor.

Maintenance

No update.

E-Charging

Committee Chair Mike Schneider reported that Arlington County rejected our permit applications for the e-charging stations in Court 4 due to the need for a larger setback from the street. Our options are to (a) apply for a waiver (but waivers have never been granted); and (b) relocate the charging stations to Court 7, the other location previously identified by the committee.

**02.10.26.06 Motion.** Moved to approve moving the location of the proposed EV charging station from Court 4 to Court 7. Motion passed unanimously.

Fence

See the report above that opened tonight's meeting.

### **MANAGEMENT REPORT:**

Many thanks to the board and Glen residents for their support and patience during storm clean up.

**OLD BUSINESS**

No update.

**NEW BUSINESS**

No update.

**MISCELLANEOUS**

No update.

**EXECUTIVE SESSION**

**02.10.26.07 Motion.** Moved that the Board move into Executive Session at 8:11pm. Motion passed unanimously.

The Board reconvened in open session at 8:28pm.

There were no actions from Executive Session to validate.

**ADJOURNMENT:** The meeting was adjourned by the President at 8:29pm.

The next scheduled monthly meeting of the Board is on Tuesday, March 10, 2026, at 6:30pm. The meeting will be held virtually via Zoom.

Respectfully submitted,

Jay Yianilos