

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**January 13, 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), and Amy Steliga (On-Site Manager, Cardinal Management).

**CALL TO ORDER:** The meeting was called to order at 6:30pm by the President via Zoom.

**RESIDENTS' FORUM:**

Residents attending: Mike Schneider (Court 5), Lori Derkay (Court 12), Mary Bley (Court 12), and Jay Yianilos (Glen Echo Editor).

One resident, who chose to remain anonymous in the minutes, informed the Board about a request made to Arlington County in 2023 that has just received action. No parking signs have been installed on the south side of S. Taylor Street east of King Street to increase visibility at the intersection.

**BOARD MEETING MINUTES:**

**01.13.26.01 Motion.** Moved to approve the meeting minutes from the November 11, 2025, board meeting as presented. Motion passed unanimously.

**BOARD MEMBERS' REPORTS:**

President –

The President reminded the community that we may still expect hazardous weather thru the remainder of winter. We need to be aware of the conditions and take good care of ourselves and others to protect the safety of the community.

The alley between Courts 12 & 13 is to remain clear whenever the pool is open. There is to be no parking or no standing in this alley during pool season as this alley serves as an emergency entrance/exit to the pool.

Vice President –

The Vice President thanked Dianne Altuna for being willing to join the board.

**01.13.26.02 Motion.** Moved to ratify the earlier unanimous email vote to approve the appointment of Dianne Altuna to the board. She will serve as secretary, and her term shall be through the next election in November 2026.

The Vice President also thanked Onsite Manager Amy Steliga for the frequent communications and coordination for leaf clean up and snow removal.

Treasurer –

During a discussion of why a co-owner was assessed dues that were \$1.00 more than the level that was approved at the 2025 Annual Meeting, the Treasurer told management that: (1) the approved dues levels were correctly computed as shown in the second tab of the Excel budget spreadsheet developed by the Treasurer; and (2) the additional \$1.00

charge cannot be explained by rounding to the nearest dollar because the needed rounding was done by the budget spreadsheet.

The Treasurer noted that At-Large Board Member T.J. Doyle agreed to be the third authorized user of our SharePoint online archive (an App available in our Microsoft 365 Business Premium account) and that he had sent Mr. Doyle the log-in procedure.

The Treasurer announced that he has been trying to gain access to ledger data within the Board-only section of the confidential portion of our website that is operated by Cardinal Management. He will keep working on this with the web techs at Cardinal.

The Treasurer reported that, earlier that day, he met online with Board President Charlie Robbins, Account Manager Crystal Williams, and a representative of Morgan Stanley (MS) to discuss whether MS would be able to set up the unmanaged Vanguard account required under Part II of the Glen's Investment Guidelines so we can avoid having to use the more cumbersome online set up required by Vanguard. The Treasurer and the President agreed that the meeting did not accomplish its purpose because MS would not open the Vanguard account with the features desired by the Glen without charging us a management fee. Accordingly, we will use Vanguard's online set up procedure and we will meet again in person to get this done.

The Treasurer reported that he is continuing to work with Cardinal Management on developing a system to monitor water usage that will consume less of our Onsite Manager's time. The Onsite Manager said she is continuing to enter water usage data into the usage tracking spreadsheet developed by former resident Bill Worsley.

Secretary –

**01.13.26.03 Motion.** Moved to ratify the earlier unanimous email vote to initiate foreclosure as of January 1, 2026 for counsel file no. 654758.

**01.13.26.04 Motion.** Moved to ratify the earlier unanimous email vote to approve a renewal contract with Capitol Services, Inc., our trash and recycling contractor, in the amount of \$86,703 for one year beginning December 1, 2025.

**01.13.26.05 Motion.** Moved to ratify the earlier unanimous email vote to approve a one-year contract with Covenant Pest Control in the amount of \$2,700 for common area pest control service.

**01.13.26.06 Motion.** Moved to ratify the earlier unanimous email vote to approve contracts with (1) Kolas Contracting, Inc. in the amount of \$22,630 for carpentry repairs in Courts 1-4 and; (2) Ploutis Contracting in the amount of \$34,075 for carpentry repairs and column replacements in Courts 13-16.

**01.13.26.07 Motion.** Moved to ratify the earlier unanimous email vote to approve a \$1,000 2025 year-end bonus for our Onsite Manager.

**01.13.26.08 Motion.** Moved to ratify the earlier unanimous email vote to cancel the December 9, 2025 monthly board meeting.

**01.13.26.09 Motion.** Moved to ratify the earlier unanimous email vote to approve the Court 4 holiday decorating request.

At-Large –

Notified the newsletter editor that he has a couple of items for next month's issue: (1) to remind residents to check the Glen's website for news updates and (2) to check their junk email folders to make sure they're getting email notifications regarding Glen news.

**COMMITTEE REPORTS:**

Pool

The Pool Committee will not meet again until March 2026.

Landscape

Shirin Wertime has joined the committee.

Our new landscape contractor, Shenandoah Landscape Services, was onsite today for preliminary cleanup. The Onsite Manager said she was very impressed.

Court Representatives

The Court Representatives Group (CRG) will meet on January 21. There is a new rep for Court 11, and the chair will send the contact information to the Onsite Manager.

Safety

No update.

Maintenance

No update.

E-Charging

E-Charging Committee Chair Mike Schneider reported that the process is underway and progressing nicely. We are currently waiting on permits from Arlington County. If all goes well, the two stations could be operational by April.

Fence

The Onsite Manager reported that she has spoken with the Project Manager, who has spoken to the vendors that will be bidding. There will be walk-throughs of the property scheduled with each of the vendors. We may have bids in hand by the Board's February 10, 2026 monthly meeting.

**MANAGEMENT REPORT:**

Noted that carpentry repairs are underway in Courts 1-4 and 13-16.

**OLD BUSINESS**

No update.

**NEW BUSINESS**

The Board suggested that an explanation of dues revenue be posted to the members' only section of the Glen's website.

## **MISCELLANEOUS**

The administrative calendar and the contract snapshot have been updated for the year by the Onsite Manager.

## **EXECUTIVE SESSION**

**01.13.26.10 Motion.** Moved that the Board move into Executive Session at 7:12pm. Motion passed unanimously.

The Board reconvened in open session at 7:25pm.

There were no actions from Executive Session to validate.

**ADJOURNMENT:** The meeting was adjourned by the President at 7:26pm.

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

Respectfully submitted,

Jay Yianilos