

ARLINGTON RIDGE TERRACE CONDOMINIUM (ARTC)  
UNIT OWNERS ASSOCIATION  
Minutes of the meeting of the Board of Directors  
December 16<sup>th</sup>, 2020

1. A meeting of the Board of Directors (BOD) was held by teleconference on the above date. Jennifer Lednicky called the meeting to order at 7:08 P.M. The following officers were present.

Samantha Cole  
Jennifer Lednicky  
Karen Sarkis  
Veronica Chavez

Also participating was Tim Kirchner, Property Manager, Northern Virginia Management (NVM)

2. Approval of Agenda:

Agenda was approved on December 16<sup>th</sup>, 2020 as amended by J. Lednicky, K. Sarkis seconded the motion.

3. Approval of Minutes:

A motion to approve the November 18<sup>th</sup>, 2020 minutes as amended was made by J. Lednicky and was seconded by K. Sarkis.

4. Treasurer's Report:

- a) Financial Report:
- Everything is in order

5. Delinquency:

- Discussed a unit's delinquency

6. Managers' Report:

- Coupon books was delivered
- Sprinkler system is off and drained for the winter
- The overhead lights in the garage are close to being done or are completed—  
Tim will check on the status.
- Retaining wall project will start in late January
- NVM will notify the community when the retaining wall project starts.

7. Old Business:

- Hearing update

8. New Business:

- Car parking: we will send a note to a unit about parking.
- Talked about posting rules as to how to use the garage appropriately
- We will continue to keep an eye on the garage breaker problem causing the garage to remain open
- Garage door for pedestrians needs to be repaired by the parking spaces near 3086
- The upper stair 's railing is loose by the atrium with the mailboxes
- Clutter notices that were sent out have not resolved the problems with specific units.
- Christmas tree removal are scheduled for the Tuesday and Wednesday after Christmas

Letters sent and received:

Reviewed emails that were received

- No emails were discussed

9. Next Meeting-

- Date: January 20<sup>th</sup>, 2021
- Time: 7 P.M.

10. Adjournment:

- J. Lednicky made a motion to adjourn and K. Sarkis seconded, and the meeting adjourned at 8:21P.M