

ARLINGTON RIDGE TERRACE CONDOMINIUM (ARTC)
UNIT OWNERS' ASSOCIATION
Minutes of the meeting of the Board of Directors
January 18th, 2023

1. A meeting of the Board of Directors (BOD) was held by teleconference on the above date. Tim Kirchner, Property Manager, Northern Virginia Management (NVM) called the meeting to order at 7:07p.m. The following officers were present:

- Cathy Anderson – Vice President
- Karen Sarkis – Secretary/Treasurer
- Devin Ruic – Non-voting Member
- Veronica Chavez – Non-voting Member
- A member of the community was also present

Jennifer Lednicky, President was absent and excused.

Mr. Kirchner asked if anyone would like to add any topic to the agenda, and Devin Ruic wanted the sprinkler system topic added.

2. Approval of Agenda:

The meeting agenda was presented and approved. Motion to approve was made by Karen Sarkis and seconded by Veronica Chavez.

3. Treasurer's Report:

Board agreed **to postpone review until the next meeting**

4. Old Business:

- Wood has been ordered. ~~T~~ and the start date of the project should start the last week of January.
- Coupon books were mailed out mid-December 2022.

5. New Business:

- 2022 Financials will be deferred until the next meeting when Jennifer Lednicky is present.
- The auditor for the 2022 audit would like to start in February instead of May/June timeline due to her maternity leave. The Board agreed to the new timeline.
- Tim Kirchner requested that the meeting date in March move from the 15th to the 8th due to his absence. The Board agreed to the change.
- 2023 Reserve Study will be discussed and reviewed at the next board meeting when all BOD will be present.
- Garage leaks that are happening more on the Glebe Rd side portion that has not been updated. We will more than likely need to have the membrane replaced. ~~T~~ but the board will have to settle on a plan for the landscaping.
- Nicolas Macri (3044) spoke to the BOD regarding the sprinkler systems in the units that have been recalled. He wanted to know if the unit owners were to be responsible for the installation of new sprinkler heads or if the association was responsible. Mr. Kirchner will check with the condo's insurance company.
- NVM was notified of an ongoing tenant issue with a rental unit and will reach out to their management company to set up a violation hearing for the next BOD meeting.

6. Adjournment:

Meeting was adjourned at 8:42pm by Mr. Tim Kirchner.

Next meeting will be on 2/15/23.