

**ARLINGTON RIDGE TERRACE CONDOMINIUM (ARTC)
UNIT OWNERS' ASSOCIATION**

Minutes of the Meeting of the Board of Directors

June 21, 2017

1. A meeting of the Board of Directors (BOD) was held on the above date at unit 3046, following notice of the location. Justin Aiken called the meeting to order at 7:03 p.m. The Members Forum was held, with the following officers present:

Justin Aiken – President
Engin Nural – Vice President and Treasurer
Karen Sarkis – Secretary

Also present were Tim Kirchner, Property Manager, Northern Virginia Management (NVM), and Linda Barbour (Unit 3082). Jim Corry (Unit 3086) joined the meeting at 7:11p.m, and Assistant Secretary Jennifer Lednický joined the meeting at 7:13 p.m.

2. The meeting agenda was presented and approved. Motion to approve made by K. Sarkis and was seconded by E. Nural.
3. The Minutes of the April 19, 2017 BOD meeting were reviewed. BOD members had the opportunity to review the Minutes in advance of the Meeting. Upon motion made by E. Nural and seconded by K. Sarkis, the Minutes were approved with no revisions.
4. Treasurer's Report:
 - (a) Financial Report. The Treasurer discussed the March 2017 Financial Report. All registers and invoices were reviewed.
5. Manager's Report was presented by Mr. Kirchner, who noted that landscaping updates agreed to during the April 9, 2017 Spring Inspection were completed or near completion.
6. Old Business:
 - (a) Fence Proposals: Mr. Kirchner agreed to send an email to former BOD member Mike Egly (Unit 3032) to solicit his opinion on the samples and estimates of fencing materials for the unit patio fence replacement project. BOD members will revisit the issue during the July 19, 2017 Meeting.
 - (b) Open Board Position: J. Aiken noted that a non-voting BOD position remains open. BOD members will continue the search to fill the vacancy.
7. New Business
 - (a) Landscape and Proposals. BOD members asked for an itemized breakdown of the landscape proposals, and Mr. Kirchner said he would provide the information before the July 19, 2017 meeting.
 - (b) 2018 Budget: BOD members agreed to form a Budget Committee to solicit input from ARTC owners on the 2018 Budget. K. Sarkis will draft an email soliciting volunteers for the committee.
 - (c) ARTC Bylaws Violations. BOD members discussed violations of ARTC bylaws. Mr. Kirchner will notify the responsible parties.

- (d) 2016 Audit: Mr. Kirchner informed BOD members that the 2016 Audit is underway.
 - (e) APS Redistricting: K. Sarkis will contact APS about scheduling a meeting between an APS representative and the ARTC community regarding the impact of proposed school redistricting.
 - (f) 2017 ARTC Summer Picnic: The BOD suggested August 26, 2017 as a possible date for the annual ARTC Summer Picnic. K. Sarkis will follow up with Joe Salasovich (Unit 3076) about the possibility of organizing the picnic.
8. There was no executive session held.
9. The next BOD Meeting will be held, August 16, 2017.
10. A motion to adjourn was made by J. Lednicky and seconded by E. Nural. The motion was approved, and the meeting was adjourned at 9:25 p.m.

Respectfully submitted,

Karen M. Sarkis

Note: If you would like to receive the monthly meeting minutes via email once they have been approved, please send an email to NVM at nvm@northernvirginiamanagement.com with your email address and request to be added to the Arlington Ridge Terrace Unit Owners email distribution list.

FOR INFO OF THE BOD ONLY.
Appended to, but not a formal part of Minutes

Active Open Items