

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

Minutes of the Meeting of the Board of Directors

February 20, 2019

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 7:04 p.m. The Members Forum was held, with the following officers present:

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

Also participating via conference call was Tim Kirchner, Property Manager, Northern Virginia Management (NVM).

2. The meeting agenda was presented and approved. Motion to approve was made by K. Sarkis and was seconded by E. Nural.
3. The Minutes of the January 16, 2019 BOD meetings were approved. J. Lednicky motioned to approve and K. Sarkis seconded.
4. Treasurer's Report:
 - (a) Financial Report: The Treasurer discussed the January 2019 Financial Report. All registers and invoices were reviewed with nothing out of order or of note.
5. Manager's Report was presented by Mr. Kirchner.
 - (a) Past Due Notices: Mr. Kirchner noted that past due notices were sent out the week of January 23, 2019.
 - (b) New CD: The BOD signed the paperwork prepared by Mr. Kirchner for a new CD account.
 - (c) Fence Proposal: Mr. Kirchner presented proposals for the addition of a fence to the property. The BOD unanimously voted in favor of a proposal for \$4,675.00 to install the new fencing and repair existing fencing.
6. Old Business:
 - (a) Package Thefts: Mr. Kirchner updated the BOD on a recent arrest by APD related to thefts in the area.
7. New Business
 - (a) Letters Sent/Received: The BOD reviewed correspondence received since the last meeting.
 - (b) Construction concerns: The BOD discussed concerns raised by ARTC community residents related to the ongoing construction of the neighboring property located at 2920 South Glebe Road,
8. The next BOD Meeting will be held on March 20, 2019.

9. A motion to adjourn was made by E. Nural and seconded by J. Lednicky. The motion was approved, and the meeting was adjourned at 7:38 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