

ARLINGTON RIDGE TERRACE CONDOMINIUM (ARTC)
UNIT OWNERS' ASSOCIATION
Minutes of the Meeting of the Board of Directors

May 18, 2022

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 7:04 p.m. The following officers were present:

Cathy Anderson
Veronica Chavez
Jennifer Lednicky
Karen Sarkis

Samantha Cole was absent and excused. Also participating was Tim Kirchner, Property Manager, Northern Virginia Management (NVM).

2. Approval of Agenda:

- The meeting agenda was presented and approved. K. Sarkis motioned to approve the agenda and J. Lednicky seconded. The motion passed unanimously.

3. Approval of Minutes:

- J. Lednicky motioned to approve the Minutes of the April 2022 meeting as amended. C. Anderson seconded, and the motion passed unanimously.

4. Treasurer's Report:

- K. Sarkis discussed the April 2022 Financial Report, noting that all registers and invoices were reviewed with nothing out of order or of note.
- The BOD discussed with the Property Manager the individual unit owner accounts and activity related to the management of those accounts.

5. Managers' Report:

- Past Due Notices: Mr. Kirchner reported that past due notices were sent out the week of April 28, 2022.
- Condo Docs Requests: Mr. Kirchner noted there were no requests for condo documents since the last BOD meeting.

6. Old Business:

- Retaining Wall Proposal: Mr. Kirchner reported the receipt of the third proposal to replace the retaining wall. He reported that he would also solicit bids for a wood retaining wall (vice stone).

- Spring Inspection: Mr. Kirchner informed the BOD that he would conduct his annual inspection of the property once he received the results of various BOD members' inspections.
- Front Door Painting: Mr. Kirchner reported he had received all the color requests from unit owners and painting would begin in June. BOD members discussed the discrepancy between the originally agreed upon colors and the colors that were ultimately chosen. J. Lednicky asked for a document with the door colors chosen for each unit.

7. New Business:

- Letters Sent/Received: The BOD reviewed correspondence received since the last meeting.
- Signage: The BOD discussed posting signs reminding residents to properly dispose of dog waste.
- Garage Door Damage: The BOD discussed recent damage to one of the main garage doors and correspondence between NVM and the unit owner responsible.
- Landscaping: The BOD discussed dead/dying trees and poorly maintained landscaping across the property. Mr. Kirchner said he would reach out to the Artisan to discuss the replacement of the dead trees and overall maintenance of the existing landscaping. The BOD also discussed reviving the landscaping committee and instituting monthly meetings to ensure the landscaping was being maintained.
- Package Theft: The BOD considered options to reduce package/mail theft, including storage lockers.
- Water Meters: The BOD revisited the issue of the community's aging water meters and discussed the difficulties current unit owners were encountering trying to replace their meters.
- ARTC Website: J. Lednicky asked that the latest BOD meeting minutes be uploaded to the ARTC website. She also asked that ARTC policies be posted on the website.

8. Next Meeting:

- The next BOD meeting will be held on June 12, 2022

9. Adjournment:

- A motion to adjourn was made by J. Lednicky and seconded by K. Sarkis. The motion was approved, and the meeting was adjourned at 8:58 p.m.