



The *House Special*

VOLUME II

FEBRUARY 1982

ISSUE 16



PLACE: EAST PARTY ROOM

DATE: WEDNESDAY
FEBRUARY 10, 1982

TIME: 8:00 P.M.



THE BOARD INVITES YOU TO ASK ALL THE QUESTIONS YOU HAVE BEEN WANTING TO ASK!

BOARD CHAIRMAN HONORED

The Executive Council of the International Personnel Management Association (IPMA) recently announced the selection of Merrill J. Collett as the recipient of the Association's Warner W. Stockberger Achievement Award. The award is the highest honor the Association can bestow on an individual and was presented at IPMA's annual International Conference on Public Personnel Administration in Milwaukee, Wisconsin.

Presented annually by the Association, the purpose of the award is to recognize and honor an individual who has made an outstanding contribution toward the improvement of public personnel management. IPMA is a non-profit organization representing more than 55,000 personnel professionals at the federal, state and local levels of government. The Association was established to foster and develop interest in sound personnel administration by providing a focus and forum for personnel professionals throughout the United States and abroad.

Mr. Collett is a graduate from Stanford University and received a Masters degree in Public Administration from the Maxwell School, Syracuse University.

Merrill J. Collett is the President and founder of Executive Management Service, Inc., an Arlington, Virginia based consulting firm, and is Chairman of The Board of Directors of SKYLINE HOUSE. CONGRATULATIONS!

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FAREWELL TO NANCY: WELCOME TO SANDY

Mrs. Nancy Reed, our resident manager, has been offered the resident managership of Skyline Square. It stands to reason that Nancy could not decline such a promotion and she will be moving across the street to run the 900-plus apartment of the latest addition to the Skyline complex. In a resolution at the 21 January meeting the Board recognized Nancy's dedication and professionalism which she brought to her job in our condominium. We know that she will be able to meet her new challenge successfully. We will miss her and wish her God speed and good luck.

To take over from Nancy the Board has selected Sandra G. Ziegler who has already started on a part-time basis with us. Some of our Skyline House residents may already know Sandy from Skyline Plaza where she was the assistant manager since 1978 and where she won the reputation of an effective and strong staff member. Sandy comes to us highly recommended. She brings to us not only her experience at Skyline Plaza and knowledge to the Smith managerial tradition, but she has served as resident manager of another large apartment complex, the Colonies at McLean. Sandy and her husband and daughter will soon be moving to Skyline House. We welcome Sandy to our condo and are looking forward to working with her.

Wynfred Joshua
Vice President of the Board

REPORT

OF BOARD ACTIVITIES

In the hope of more widely disseminating information to our condo owners and other residents of the activities of Board of the Skyline House Unit Owners' Association we plan to run a summary of the Board meetings in the House Special. More detailed information can be found in the minutes of the Board sessions which are available in the Resident Manager's office to those interested. At our Board session of 21 January we took up a series of issues and made several decisions:

1. The Board decided to have all the windows of both buildings -- with the exception of windows fronting the balconies -- washed once a year by a professional window washer. Only the outside of the windows will be washed and it will be done through the use of scaffolds so that residents do not have to be home for this. Costs will be included in the annual budget from now on; costs for this year's washing operation will be covered from the 1981 budget surplus. Management will inform residents in due time of the details.

2. The Board decided to have both the entrance and the exit door of the garage replaced with solid metal doors. The order has already gone out and the contractor has assured us that the doors will be installed in five weeks.

3. The Board endorsed the hiring of Turner, Vance, and Moss, an auditing company, to conduct the audit of the Association's financial transactions.

4. Some of the excess storage space in the East Building, Service Level, will be made available for residents' bicycles. The management was instructed to get appropriate bicycle racks.

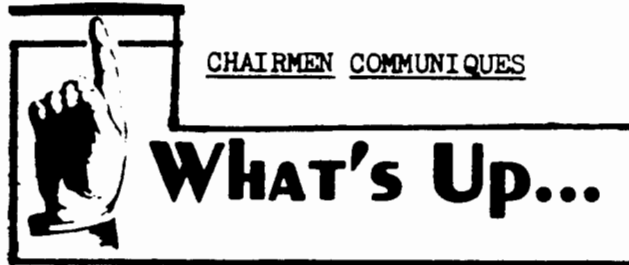
5. The new co-chairmen of the Security and Fire Safety Committee were announced: Les Boykin of the West Building and Damon Manton of the East wing. The report from the Security and Fire Safety Committee included: the Committee's call for expeditious snow and ice removal from the driveways and side walks and rear areas of the buildings; the request for availability on Sundays of not only the service of the freight elevators, but also of the key for the elevator and the possibility to activate the rolling door to the freight elevator room; and the request for security guard service in the garage every night until 7 o'clock in the morning instead of 6 o'clock. Management was asked to take appropriate action.

6. The Board adopted the policy to prohibit any moving in or moving out, i.e., occupying or vacating, of an apartment on Sundays and recognized national US holidays. We note that this does not exclude the delivery of an incidental piece of furniture a resident buys on a Sunday.

7. At the request of the Architectural Control Committee the Board agreed to request the Developer to replace the carpet in the entrance lobby halls, i.e., the red carpet with the so-called wet look. The Board will include the issue in the currently ongoing negotiations with the Developer on deficiencies of the building and grounds.

8. The Board accepted a request from the floor to arrange -- or ask the appropriate committee to arrange -- a repeat of the presentations in 1980/81 on Fire Safety, Crime Control, and Maintenance of the unit and appliances.

Wynfred Joshua
Vice President of the Board



Community Relations Committee:

LEAF COLLECTION TAXATION

The Community Relations Committee hopes that all Skyline House co-owners will sign the petition sheets provided by Tom Davis, Mason District Supervisor, to assist him in his efforts to abolish the present leaf collection tax district. Leaf collection taxation now costs each co-owner between \$20.00 and \$25.00 annually, since it is part of our property tax. This tax is believed to be unfair to Skyline House co-owners because we pay a private contractor to remove our few leaves. Tom Davis hopes to reconstitute the leaf collection district without Skyline City, after the present tax district is abolished. If you have not yet signed this petition, you will find it at the Lobby Desk. Please sign today.

* * * * *

Recreation Committee:

NEW OFFICERS

The Recreation Committee announces its new officer line-up, effective immediately:

Co-chairmen:	Anita Wright (106-W) Babette (Babs) James (1715-E)
Co-vice chairmen	Connie Bredice (1716-E) Jeanne Levy (1512-E)
Secretary:	Vacant
Treasurer: (no change)	Allan Lund (1701-W)

Bernice Kaminsky and Pat Denny, who resigned as chairman and secretary, respectively, will remain on the Committee. Jan Flynn, who will be leaving the area, resigned as Vice Chairman.

The Recreation Committee was formed in the summer of 1980, originally as a subcommittee of the former Owner Involvement Committee, and has been in continuous operation. The Committee meets on the first Thursday of each month at 8 p.m., West Card Room. All residents are invited to attend meetings and become members.

Fifty-five residents and guests attended the January 8th T.G.I.F.

A delightful evening was had by all. As usual, there was an abundant array of delicious hors d'oeuvres and snacks. Our parties are terrific!

Meet your neighbors and join in the fun.

T.G.I.F. Gourmet Dips - by popular request

Chili Con Queso - Anita Wright, 106-W

2 large onions (diced)
 $\frac{1}{4}$ lb. margarine
 1 - 28 oz. can whole tomatoes (chopped & drained)
 $1\frac{1}{2}$ lb. sharp cheddar cheese (cubed or grated)
 1 - 7 oz. can green chili peppers
 Tobasco sauce
 Tortilla Chips

Saute onions in margarine, add tomatoes & simmer 20 minutes or until thickened. Drain chili peppers, discard seeds and chop. Add cheese and stir until melted. Keep mixture warm. Serves 20

Chip Beef Dip - Elizabeth Grant, 1408-W

1 - 8 oz. package cream cheese
 2 tablespoons milk or cream
 1 package dried beef
 2 tablespoons finely chopped onion
 $\frac{1}{2}$ teaspoon garlic salt
 $\frac{1}{8}$ teaspoon pepper
 $\frac{1}{2}$ cup sour cream
 $\frac{1}{2}$ cup chopped pecans

Cut up dried beef and mix with all other ingredients except pecans. Sprinkle the latter on top of mixture after putting in small casserole (or baking dish of some sort.) Bake 15 minutes at 350 degrees. Serve with crackers (preferably wheat).



SKYLINE MARKET

* *NEW STORE HOURS* *

MONDAY THRU SATURDAY

9:00 a.m. TO 10:00 P.M.

SUNDAY

10:00 a.m. TO 8:00 P.M.

← LOCATION →

B-2 LEVEL

SKYLINE PLAZA SOUTH C-5-S

PHONE: 671-3705

Thank you for your continued Patronage.

P.S. Coffee available in the morning.

management

Architectural Control Committee:

This Committee met on Monday, January 4, 1982.

The petition for "New Carpeting in the Lobby and Halls" which had been placed on the lobby desk for signatures, has been removed by Vince Turner of the Charles E. Smith Corporation.

According to the letter he sent the committee, the petition was removed pending clarification from the Board of Directors. Mr. Turner is under the impression that the Board must have first approval. This matter will be discussed by the Board at this month's meeting.

The committee approved of a temporary provision concerning "door decorations" that would permit "seasonal decorations". If satisfactory, after a one year trial, the by-laws would be amended to include this provision. The Board of Directors will have this on their agenda also.

The committee voted to go ahead with the installation of a lighted "identification" sign at the pedestrian entrance to the lobby, and to order tables for the two mail rooms for the convenience of the residents.

The next meeting will be held on Monday, February 1 at 8 p.m. in the East Card Room.

Philip & Pearl Heyman 605-E, Chairpersons

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PETITIONS

Petitions initiated by Committees of the Association, must be approved by the Board prior to being posted and signatures being requested.

Individuals must post and solicit signatures on petitions they desire to present to the Board.

The recent petition on a change in gallery carpeting was withdrawn by the Management Agent since it did not meet the requirement stated in Paragraph One.

FROM: THE BOARD OF DIRECTORS

The Skyline House Condominium Association through its Community Relations Committee wants to create a sense of community among residents on each floor so that our sense of security is enhanced and a forum exists whereby information about the building is provided and received. Each floor will have a representative to do the direct and individual communicating between residents and the Community Relations Committee. About every three months, when there is a need for communicating about the building, the floor representative will visit each neighbor on the floor and report back to the Community Relations Committee. All of the representatives together, will be the Welcoming Committee.

Volunteer to be a Floor Representative and have the experience and satisfaction of building a community. (We found that the words "community" and "communication" have the same root.)

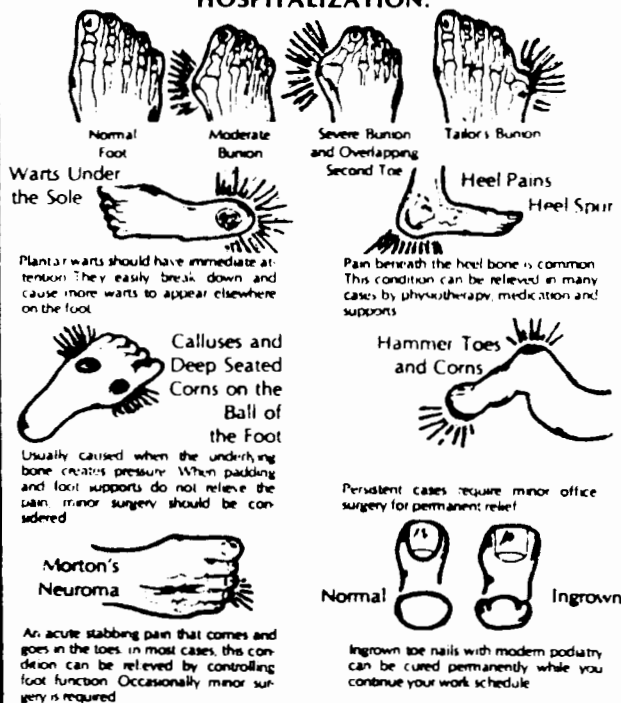
HOW TO BE A REPRESENTATIVE: If you're interested in being the representative for your floor, or if you need to have a question answered before deciding, call or leave a message at the desk for Les Silverman, 808-E. Call Les before February 8.

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**DR. TEDDY A. COHEN
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Elizabeth Grant 1408-W
Letter editor

DR. JEROME W. SPECHLER

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FOR THE PRACTICE OF FAMILY DENTISTRY

TO

SKYLINE COURT TOWNHOUSES

3610 FOREST DRIVE

ALEXANDRIA, VIRGINIA 22302

TELEPHONE

878-4221

Lobby Admittance Security Procedures

When the doorman is on duty at the lobby door entrance, he will admit arrivals into the reception area in front of the desk. Visitors are directed to the receptionist who will announce the visitor to the resident (unless the resident has previously given the guest's name to the receptionist) and issue a parking permit, if needed.

When the doorman is not on duty, visitors must use the inter-com to identify themselves and request admittance -- then proceed to the receptionist to be announced and obtain a parking permit, if needed. Residents entering the main lobby door must use their building key. The receptionist may, if not occupied, admit a resident by sight recognition.

A resident expecting a number of guests should provide the desk with a list of names of persons expected.

Be Patient; Be Understanding; Use Your Key

John Paoletta

* * * * *

Physical Plant Operations Committee

Jerry Lagace, member

Work is now underway to correct some of the many deficiencies, in Skyline House common areas, that were listed in the reports submitted to the Charles E. Smith Companies. Although agreement has been reached to correct some of these deficiencies, others will be the subject of negotiations. The Committee continues to provide the Board with support on this matter and will keep readers informed as to developments.

* * * * *

Input for the March HOUSE SPECIAL February 16. (Short month!) To Marden Kimball 513-W

Wanted: An enthusiastic volunteer to assist Mary Jo Long, advertising editor.

Wanted: An assistant to Kim A. Rendall, secretarial editor.

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The HOUSE SPECIAL	Board Member Liaison	-	Barbara N. Seymon
	Editor	-	Marden D. Kimball 513-W 820 1373

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N O T I C E: Advertisements appearing in this Newsletter do not constitute endorsement nor reflect approval thereof by Skyline House Condominium Association or its Board of Directors.

From Management



HAVE CORRESPONDENTS USE YOUR APARTMENT NUMBER

We reminded our residents last month to notify their correspondents to include the apartment number in the address. Some residents have asked us whether it would be possible for the mailman to leave letters which do not have the unit number at the front desk so that our receptionist can place the mail in the appropriate resident's box.

U. S. Postal Regulations specify, that First Class mail must be delivered to the addressee directly as addressed or otherwise be returned to sender; the mailman is not allowed to leave mail he cannot deliver with the receptionist, or at a front desk. To facilitate the delivery of mail we have made available to the mail carrier an alphabetical list of owners with their apartment numbers. U. S. Postal Regulations stipulate that for any building with more than 15 (fifteen) apartments, the mailman is not obliged to check the unit number for mail which omits this. Our regular mailmen are courteous enough to check the alphabetical list when they have to deliver mail which does not have an apartment number. Substitute mailmen have not always done so and obviously are not required to do so. This helps explain why you may not have received a particular first class letter. If you want to be sure that your mail reaches you expeditiously, please tell your correspondents to include the Unit Number in your complete address.

CHECK DEPOSIT BOX

Effective February 1, 1982, checks for assessments may not be left with the front desk receptionist. For your convenience, a secured drop box has been installed in the Management Office Door. This new addition will help to eliminate the possibility of "lost or misplaced" checks.

NEW TELEPHONE NUMBER

For the convenience of those wanting to call the Management Office, the direct number is 998-0056.