



The

# House Special

VOLUME III

NOVEMBER 1982

ISSUE 1



*... time to be thankful*



At our 19 October Board session Gordon Frank reported that work on correcting the deficiencies in Skyline House was progressing. In some instances the work performed surpassed our expectations, but not our hopes for high quality work.

The President informed us that our attorney had met with Mr. Pflug's lawyer to discuss our dissatisfaction with the restoration of the entrance driveway. As a result of the session we decided to give Mr. Pflug another month to come up with a satisfactory proposal, otherwise we plan to go ahead with a lawsuit.

The Board decided to permit for a trial period of three months owners and residents to use the office xerox machine at 10¢ a copy. At the end of the trial period we will assess whether this service does not interfere too much with office work.

Several recommendations of the Security Committee were considered. The Board decided to provide in next year's budget funds for installing pick-resistance Medeco locks on all the doors leading into the building and other doors requiring our security key. Each apartment will receive a number of Medeco keys equal to the number of permitted occupants. We believe that this measure will improve our security. In no way, however, does this obviate the necessity for individual security measures, including the need for having pick-resistance locks on individual apartment doors.

A series of proposals to improve the safety of the traffic pattern in the garage were adopted. Yield signs will be placed at appropriate places. To warn drivers against leaving their lights on when exiting the garage, a "Check Your Headlights" sign will be painted on the inside of the exit garage door. A suggestion to paint traffic lines and signs on the driveway entering Skyline House was referred to the Architectural Control Committee to check the esthetic effect.

The Board approved the placement of the Fire Department donation box at the desk in the front lobby for the first two weeks in November. It has been the experience of the Fire Department that a collection box for "postage free" donations significantly increased contributions for the much needed emergency equipment. For those of us who have not yet mailed their checks, just drop your donation in the box.

Mrs. Mimi Frank and Mrs. Elizabeth Grant have graciously volunteered to take charge of the Christmas Fund collection for our staff. Residents can soon expect a letter asking them to express their appreciation for the efforts of the staff to make Skyline House a happy home.

A poll will be held of residents to assess interest in the establishment of steps up the embankment behind the East building to Northern Virginia Community College's parking lot. We note that there is an easement and the area is being used for access to the college.

The Board discussed a proposal to negotiate a contract for cable TV with Washington Cable Services, the company that services Skyline Plaza. Such a contract would be based on individual subscriptions; only those interested would pay the service fee. Numerous questions were raised. In order to clarify a number of issues, the Board decided to postpone further discussion to next month's meeting.

# From Management



## USE OF HOUSE PHONE

We find that some residents wish to use the House Phone at the front desk as their own private telephone. This phone is for the convenience of guests. Residents may use the phone to call another resident when the conversation is brief.

Please do not ask the desk clerk to make outside calls for you, such as a cab company or other personal phone calls. The condominium is charged for each call made from the switchboard. Therefore, we cannot allow residents to make calls from this phone. There is a pay phone located on the G level West building, near the garage elevators.

## INSURANCE CLAIMS

We request that any insurance claim you wish filed under the master policy for the condominium be made through the Management Office. Please do not call the agent directly. The Management Office needs to be aware of all claims. If there is to be a reimbursement, the check will be made payable to Skyline House Condominium before being paid to the unit owner.

## DO YOU HAVE A KEY TO YOUR UNIT AT THE FRONT DESK?

If so, have you left an Admit Slip with the key? Desk personnel have been instructed not to give a unit key to anyone other than the resident unless an Admit Slip accompanies the key. We suggest that you not leave a key at the desk unless you are expecting a repairman or guest when you are not going to be home. Pick up your key from the desk after the guest or repairman have gone. This is for your own security.

\* \* \* \* \*

**NOTICE:** Advertisements appearing in this Newsletter do not constitute endorsement nor reflect approval thereof by Skyline House Condominium Association or its Board of Directors.

HAVE YOU HAD YOUR DOOR LOCK CHANGED OR ADDED AN ADDITIONAL LOCK?

If so, have you given the Management Office a copy of the key?

The House Condominium By-Laws require you to do so in Article VIII, Section 4. The key will be used for building emergencies (such as water leaks, fire, illness) and for lockouts only. The key will be locked in a key cabinet in the Management Office for use by the Resident Manager, Assistant Manager and the two Engineers.

It is most urgent that a key be left with the Management Office immediately for emergency purposes.

#### ANNOUNCING GUESTS


All guests must be announced.

If residents do not answer their secretarial phone and the desk clerks have not been otherwise notified, guests will not be able to go to the unit. For security reasons, we cannot allow people to roam the building.

#### SKYLINE HOUSE CONDOMINIUM DELINQUENCY PROCEDURES

You will find enclosed in "The House Special" a copy of the revised Delinquency Procedures, passed by the Board of Directors at the Executive Session on September 29, 1982. Please familiarize yourself with these procedures. We also suggest that they be added to your document book for future reference.

\* \* \* \* \*

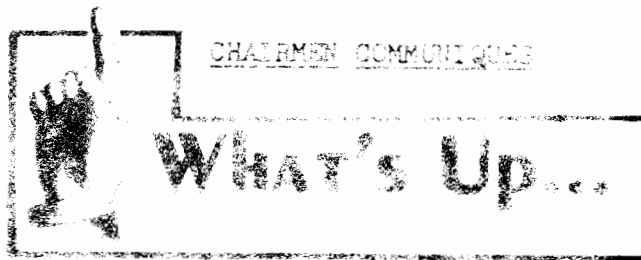


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PHYSICAL PLANT AND OPERATIONS COMMITTEE

Diets Gerstner,  
Chairman 213-W

The Physical Plant and Operations Committee met in the Card Room, the Physical Plant and Operations Committee meeting room, which was attended by nine members and one guest. The meeting was held on October 10, 1981. Bob Lowry, who is the Chairman of the Physical Plant and Operations Committee, was conducting the negotiations with the Eleventh Skyline Corporation regarding the physical and mechanical deficiencies.

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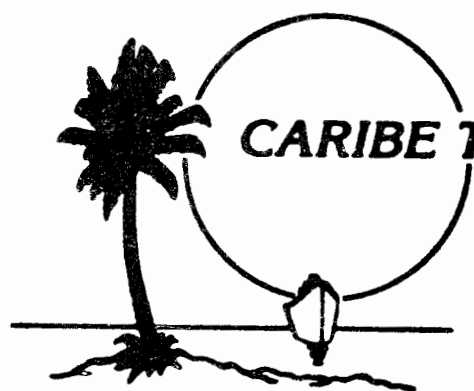
One last item considered by the committee at this meeting was an action it received from the Skyline House Subcommittee on Joint Plaza-House Operations. This action deals with a proposal that Skyline House pay for a portion of the costs that are required to maintain the jointly used paved areas between Skyline House East and the Plaza. The committee members were given copies of this proposal which they will review. Following this review, the Physical Plant and Operations Committee will give its recommendation to the Skyline House Subcommittee on Joint Plaza-House Operations through the association's treasurer, Ed Stolarum.

The next meeting of the Physical Plant and Operations Committee will be held on November 10, 1982, from 8:00 p.m. to 10:00 p.m. in the West Card Room. The agenda will be:

1. Status report by the chairman.
2. Formulation of a charter for committee functions.
3. Selection of a co-chairman and secretary.
4. Appointment of selected subcommittees.
5. Compilation of Skyline House maintenance actions.

\* \* \* \* \*

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## SECURITY AND FIRE/SAFETY COMMITTEE

### BURGLARY POST MORTEM

By Les Boykin, Chairman

As most of you know by now, Skyline House was the target of burglars on Wednesday, September 22nd at about 2 p.m. They concentrated on an upper floor of the West building and actually gained entry to two units on that floor and one on a lower floor, all by picking the locks. They attempted to pick four other unit locks without success. They took mostly jewelry. They were relatively neat and left so little trace of their visit that, in a couple of instances, nothing was noted to be missing for many hours, and a few days later in another instance.

When an attempt to pick a lock has been made, either successfully or unsuccessfully, it may result in the resident not being able to open his unit with his key. The engineer or locksmith must be called for entry. However, that is not always the case according to our engineer, Ed Barstow, who was called in these cases and has installed many of our locks. In other words, just because you can get into your unit doesn't necessarily mean your unit wasn't entered.

In this instance, the intruders (2) were spotted by a resident who thought they were suspicious but, of course, was not aware they were burglars leaving the scene. Unfortunately, their sighting was not reported until about 24 hours after the incident. Nevertheless, the resident deserves much credit for reporting and giving the police a description of the suspects that may ultimately lead to their apprehension. Many of us probably would not have reported it at all.

This brings us a lesson to resolve any doubt about a suspicious situation by reporting it promptly. Each resident should have on his phone the red sticker with the emergency number 911 and the non-emergency number 691-2121. If you do not have one of these stickers, call the office and we'll be sure you receive one. The non-emergency number is to be used to report any suspicious behavior or happening. If you are aware of a crime in progress or just committed - call 911. Don't be a shrinking violet; it's better to be safe than sorry.

The detective in this case advised that the House burglars were recently spotted in high rises in Baltimore City and Baltimore County, based on their descriptions and modus operandi. They were reported as using a small orangish "Vega type" vehicle with Pennsylvania or New York tags. He also believes they are part of the same ring which struck this area in June, with one burglary here, four at the Plaza, and others at the Towers and Park Center. In this area, there have also been recent burglaries at the new townhouses across Route 7 on George Mason and an apprehension was made. The perpetrators were not the ones who entered the apartments at Skyline.

It is important to note that the detective stated that during his two years working this type case in our area, none of the successful picks has involved the pick-resistant cylinders we have repeatedly suggested installed by all Owners and Renters. We emphasize Renters because they too have valuables to protect, as well as the more important value of their personal security (burglars encountered in a unit aren't necessarily pussycats). Renters rate of installing pick-resistant cylinders is little more than half that of Owner occupants. Perhaps it would be worth asking the landlord for a credit on the rent for such installation since it is in his interest to have secure tenants, and is a selling

## SKYLINE HOUSE CONDOMINIUM

### DELINQUENCY PROCEDURES

Collection of Assessments. The Board of Directors shall take such prompt action as may be necessary to collect any assessments for common expenses or any installments thereof due from any Unit Owner which remain unpaid beyond the due date, including, but not limited to, the following:

1. The annual assessment shall be payable in monthly installments due and payable on the first day of each month at the office of Skyline House Condominium. Any assessment payment or installment received later than the 10th day of that month shall be termed delinquent.

2. At the time an assessment becomes delinquent, a late charge in the amount of Ten Dollars (\$10.00) will be added to the account of the delinquent unit owner. A notice of delinquency showing the amount of the delinquent payment, the late charge and interest, if any, shall be mailed or hand delivered to the unit owner, but non-receipt of a notice shall in no way relieve the unit owner of the obligation to pay the amount due.

3. Interest at the rate of 12% per annum will accrue from the due date on any assessment or installment thereof, and/or any miscellaneous charges, including late charges, which remain unpaid thirty (30) days or more beyond the due date.

4. Any assessment which is paid by a check which is returned by a bank for insufficient funds will be considered a delinquent assessment and notification will be given to the delinquent unit owner. A charge of Five Dollars (\$5.00) will be added to the account of a unit owner if a check is returned for the first time. A charge of Ten Dollars (\$10.00) will be added to the account of a unit owner for a returned check if a check of that unit owner has been returned at any previous time. After the return of two such checks the unit owner, at the option of the Management Agent, may be required to make future payments by certified check or money order only. These charges will be in lieu of all other remedies prescribed by the Board of Directors for late payment of assessments provided payment is made good within five (5) days of receipt of notification by the unit owner. If payment is not made good by the required date, all other charges for late payment shall apply.

5. If payment, including any additional charges, is not received within thirty (30) days after the due date, the Board of Directors will notify the holder of the first mortgage on the condominium unit owned by the delinquent unit owner that the unit owner is in default with respect to the payment of his or her assessment.

6. If payment, including any additional charges is not received within thirty (30) days after the due date, the right of the delinquent unit owner to vote, to use recreational facilities, and to serve on the Board of Directors or any committee established by the Board shall be suspended until such delinquent assessments have been paid, unless relief is granted by Resolution of the Board of Directors.

7. If within sixty (60) days of the mailing of notification to the delinquent unit owner the account remains delinquent, the Association shall cause a lien to be recorded against the unit owned by the delinquent unit owner. The cost of recording the lien shall be added to the amount of the past due assessment.

8. If the account of the delinquent unit owner remains delinquent beyond sixty (60) days, the name of the unit owner shall be turned over to the attorney for the Association who shall within a period of six months from the recording of the lien, take such legal action as may be necessary or appropriate to enforce the lien. If such action becomes necessary, interest, costs and reasonable attorney's fees of not less than twenty percent (20%) of the sum claimed shall be added to the amount of the past due assessment.

9. The foregoing remedies shall be in addition to, and not in derogation of, the lien declared in Section 4 of ARTICLE IX of these By-Laws, Article III (B) of the Declaration and Section 79.84 of the Condominium Act.



Safety continued

point when he next needs to rent his unit. Call the office if you wish to schedule the work.

This Committee is currently addressing several weaknesses in our overall security vulnerability, but please understand that steps taken to plug up holes in the common area security may result in some convenience loss to all of us. It is call "trade off", as you know.

Finally, with full sympathy for the victims of these burglaries, to put them in perspective is to realize that without them we would still have only a tiny fraction of our units pick-resistant. Due to their misfortune, a good percentage of units now have pick resistant locks and we can say that those still vulnerable have been more than amply warned and have made a free choice not to improve their vulnerability. Henceforth, we will only bug newcomers on the subject of pick-resistant cylinders for individual units. This will please the school of thought among our residents that holds the position that the individual units are soley the business of the individual residents and it is not the province of this Committee or any other to suggest to them how to secure their premises or whatever the subject might be.

\* \* \* \* \*



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## RECREATION COMMITTEE REPORT FOR NOVEMBER

By: Babs James

As some of you know, I have resigned as Chairman of this Committee. A position I held for 11 months. It was fun and mostly rewarding but in order to do a good job as Chairman for the Committee, I feel that it takes someone who can devote more time than I can afford to give due to more responsibilities in my paying job. Gladys Ponce Manrique is taking over the Committee until the end of the year. I will help in any way I can until that time. On January 1, 1983, this Committee will NOT have a Chairman.

We have tried to run this committee for you, the residents of Skyline House. Last April, we had 150 people signed up for the Pot Luck Dinner. In October, we had 76 people signed up. I am not taking this personally, BUT WHY AREN'T THE RESIDENTS SUPPORTING THE SOCIAL FUNCTIONS? What we need is someone who would be interested in running this Committee who can devote time and energy to making Skyline House a place that we're proud to bring friends, relatives and especially ourselves to most all functions. Wouldn't it be easier and less expensive to stay in the building to take classes, play games, exercise, eat, etc.? Also, WHY DOESN'T EVERYONE PICK UP THEIR NEWSLETTERS AT THE DESK DURING THE FIRST WEEK OF EACH MONTH? Do you have any idea how much work goes into each issue. Believe me, plenty!

There are only three Board Members who attend our functions. Where are the rest? They can't be out of town ALL the time.

Sorry for the "soap box" but golly I see red when we go to the trouble to put activities together and people don't join in. We want and need the Americans (Northerners, Southerners, Easterners, Westerners), Foreigners (just think what we can learn from one another), Renters, Owners, Singles, Married's, Live-Togethers and anyone else I left out.

Our October event was the Pot Luck Dinner. The food was superb and the variety ... need I say more! Jeanne Levy and Gladys Ponce Manrique, as well as their Committee, did an excellent job of organizing, setting and cleaning up. How do you like our new silverware? We're getting better. I'm sure I speak for everyone who attended when I say, THANKS.

Bridge is running smoothly. We now have two more large tables in the East Card Room to make the playing easier. We invite everyone to join the Bridge Club each Monday evening at 7:30 PM in the East Card Room. Owners, Renters and outsiders are welcome. You don't need a partner. We'll pair you up.

TGIF is November 5th. Somehow Carroll Thompson and Roxie Clements are our new host and hostess. They need some relief though. We need volunteers who will host once in a while. All it takes is purchasing the ice. Seeing that the ice gets in the bucket, water gets in the pitchers, seeing that we have enough cups and doing the 50/50 raffle. Talk to us on November 5th. If you don't talk to us, we may talk to you. Remember, BYOB and a snack to share.

Recreation Committee Report (Cont.)

Our November Social Function is a Flea Market and Homemade Craft Sale to be held on Friday, November 19th at 7:00 in the East Party Room. Gladys Ponce Manrique will Chair this event. If you want a table, see Gladys or leave a note in her box at the desk. We ask anyone who has a table to donate one item to the House table. There will be a bake sale which Barbara Bear will head-up. All donations to the bake sale will be greatly appreciated. Bring your "goodies" with you or make arrangements with Barbara or Gladys to deliver before the sale begins. Wine will be served at the bar to wet your whistle while you are spending your money. A 50/50 raffle will also be going on. Bring your money to buy Christmas/Chanuka gifts! Think of the convenience.

Bingo for the month of November is cancelled due to Thanksgiving. Pat and Harry Dews have moved to the Square (but return periodically to check up on us) and Don Kerlin has taken a leave of absence for the winter. Carroll Thompson needs a caller and/or money collector. This is a two hour commitment once a month. Won't you help?

\* \* \* \* \*

NOTE OF THANKS TO RESIGNING CO-CHAIRPERSON  
OF RECREATION COMMITTEE

Ms. Babs James recently resigned as co-chairperson of the Recreation Committee. She has served with Gladys Ponce-Manrique for the past year as co-chairperson of the Committee. Many thanks to Babs for her dedication over this year. We need others to come forth and assume leadership positions on the Rec Committee. Please let us hear from you.

Barbara Bear  
Board Liaison to  
Recreation Committee

TELEPHONE 379-0800

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COMMUNITY NOTES

Each county resident will be mailed a copy of an updated "Fairfax County Citizens Handbook," to be published sometime before the end of this year. Since now is particularly the season for finding mail boxes stuffed with catalogues, this committee wishes to suggest a quick look before consigning pamphlets to the trash can. The handbook contains a plethora of useful information relating to Fairfax County, arranged alphabetically from Adopting Children to Zoning. It is well worth keeping handy!

\* \* \* \* \*

For answers to questions on Social Security, another useful reference is the June 1982 edition of "Your Social Security." Copies of this may be obtained at your library or Social Security office.

\* \* \* \* \*

For music lovers there will be two free concerts during November at the Fairfax City Regional Library, 3915 Chain Bridge Road, Fairfax, Virginia. On Sunday, November 7, at 3:00 p.m., Anita Renfro, pianist, will be the performing artist; on November 21, also at 3:00 p.m., the soloist will be Nozomi Takasaki, a 14-year-old pianist. She is a visitor from Tokyo who studies at the Peabody Institute.

\* \* \* \* \*

If you are interested in handwork, The Frederick County Landmark Foundation and Rose Hill Manor Children's Museum are sponsoring the Eighth Annual Needlework Show to be held November 12, 13, and 14, 1982 from 10:00 a.m. until 5:00 p.m. Rose Hill Manor is located at 1611 North Market Street, Frederick, Maryland. Admission is \$2.00 per person, with proceeds to benefit the two sponsoring, non-profit organizations.

\* \* \* \* \*

Now that there are new, well-lighted bulletin boards in the "mailbox" lobbies, please check them frequently. . . both for the week's activities and other informative notices.

\* \* \* \* \*

The well-worn paths up the bankside, near the east end of Skyline House, to Northern Virginia Community College seem to indicate a persistent flow of traffic. . . undeterred by terrain or weather.

Suggestions have been made that permanent steps would be a convenience and provide safer access to the college. Before taking any action to pursue such a possibility, the Community Relations Committee wishes to ascertain the interest of Skyline House residents in this matter. To this end, a questionnaire will be placed at the Front Desk for signatures.

\* \* \* \* \*

We are interested in hearing from you!! During the past months items of varying subjects have been included in our column, "Community Notes." We would like to know the types of information you would care to see included in future "House Specials." Suggestions to Apartment 1408-W.

\* \* \* \* \*

Remember November 2 is Election Day. YOUR VOTE COUNTS!

\* \* \* \* \*

Community Relations Committee - November 9 - 8:00 p.m. - WCR.

\* \* \* \* \*

DRAPES, UPHOLSTERY  
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### The HOUSE SPECIAL

Board Member Liaison - Barbara Bear  
Editor - Marden Kimball  
513-W  
820-1373  
Letters Editor - Elizabeth Grant  
Secretarial Editor - Kathleen Jeck  
Calendar of Events - Gladys Ponce-Manrique  
Items for The HOUSE SPECIAL must be submitted to the Editors before the 20th of the month preceding publication.

### COMMITTEE CHAIRPERSONS

Community Relations - Elizabeth Grant  
1408-W  
Covenants - Marjorie Levitan  
405-W  
Financial Management- Kenneth Voigt  
& Administration 1702-E  
Physical Plant - Dietwald Gerstner  
Operations 213-W  
Recreation - Gladys Manrique  
108-E  
Security & Fire - Les Boykin  
Safety 914-W  
Architectural Planning Phillip & Pearl  
& Control Heyman 605-E

1982

NOVEMBER

1982

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>ECR West CardRm. ECR East CardRm. ECR West PartyRm. ECR East PartyRm. Reservations Required</p> <p>7</p>	<p>1 Bridge 7:30 PM ECR</p>	<p>2 Election Day</p>	<p>3</p>	<p>4 Slimnastics* 6:45 PM EPR Recreation Com 8:00PM WCR</p>	<p>5 T.G.I.F. BYOB &amp; Snacks 6:30 PM EPR</p>	<p>6</p>
<p>14</p>	<p>15 Bridge 7:30 PM ECR</p>	<p>16 Community Relations Comm. 8:00 PM WCR</p>	<p>17 Physical Plant Operations 8:00 PM WCR</p>	<p>18 Slimnastics* 6:45 PM EPR</p>	<p>19 Craft Show, Holiday Gifts &amp; Flea Mart 7:00 PM EPR</p>	<p>20</p>
<p>21</p>	<p>22 Bridge 7:30 PM ECR</p>	<p>23 Board of Directors 7:30 PM WCR</p>	<p>24</p>	<p>25 Thanksgiving Slimnastics* 6:45 PM EPR</p>	<p>26</p>	<p>27</p>
<p>28</p>	<p>29 Bridge 7:30 PM ECR</p>	<p>30 Security and Fire Safety 8:00 PM WCR</p>	<p>31</p>	<p>OCTOBER 1982 S M T W T F S 1 7 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p>	<p>NOVEMBER 1982 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31</p>	<p>November</p>

\*\*\* THIS MONTH'S EVENTS \*\*\*

T.G.I.F. COCKTAIL PARTY - Thank Goodness It's Friday! Friday, November 5, 1982, 6:30 PM East Party Room. Everyone is invited: singles, couples, and guests of both. No charge; no reservations! Bring your own drinks, mixes and if you wish, snacks to share. Casual dress. Come and join us!

Slimnastics - Thursdays at 6:30 PM East Party Room. Advance reservations required.

Bridge - No partner needed for duplicate bridge. Every Monday, 7:30 PM East Card Room.

Craft Show, Holiday Gifts & Flea Mart - Friday, November 19, 1982 at 7:00 PM Free admission. Please reserve tables in advance by filling out forms which will be at front desk. For further information contact Gladys Ponce-Manrique 108E.

Board of Directors Meeting - Tuesday, November 16, 1982, at 7:30 PM WCR.

\*\*\* COMING EVENT\*\*\*

December 3, 1982 - Regular Monthly T.G.I.F.

\* \* \* \* \*

V O T E

On Wednesday, October 20, the Community Relations Committee sponsored Skyline Plaza's second "Meet the Political Candidates" night. Despite strong competition from the final game of the World Series, over 125 residents of the Skyline community attended.

In the general election on Tuesday, November 2, voters will have an opportunity to vote for a new U.S. Senator, U.S. Representative, and member of the Virginia House of Delegates. In addition, voters will be asked to approve three Fairfax County bond issues and three proposed amendments to the Virginia Constitution.

GENERAL ELECTION

Date: Tuesday, November 2, 1982  
Time: 6:00 a.m. to 7:00 p.m.  
Location: Skyline Shopping Mall

George Ferguson, Community Relations  
Skyline Plaza