

The *House Special*

VOLUME III

JUNE 1983

ISSUE 7

STRENGTH THROUGH LEADERSHIP

At the first Executive Session of the Third Board of Directors, Skyline House Unit Owners' Association, Inc. on May 10, 1983, the following officers were selected:

Edward L. Stolarun, Unit 1405-W, President
Wynfred Joshua, Unit 1414-W, Vice President
Joseph Strahs, Unit 213-E, Treasurer
Gordon A. Frank, Unit 1111-W, Secretary

The three other Board Members are:

Ruth B. Ballard, Unit 905-W, Member
Barbara A. Bear, Unit 1410-E, Member
Robert Lowry, Unit 705-E, Member

The Officers and Board are here to serve you. Help them to serve you better by becoming a member of one or more Association Committees working in an area of interest to you. Committee Chairpersons and the schedule of Committee Meetings are listed in The House Special, our monthly newspaper. Committee Meeting schedules are also posted on the mail lobby bulletin boards in both buildings. The seven Committees are:

Architectural Planning and Control Committee
Community Relations Committee
Covenants Committee
Financial Management and Administration Committee
Physical Plant Operations Committee
Recreation Committee
Security/Fire Safety Committee

To make this the sort of place you want it to be, we need your help. Please join one of our Committees.

Gordon A. Frank, Secretary
Board of Directors



NOTES FROM THE BOARD

Wynfred Joshua
Vice President

The third annual meeting of the Skyline House Unit Owners' Association was held on 3 May. Forty-four percent of the owners were present either by proxy or in person. Your Vice President gave a summary of the Board's record of the past year. The Board had to act on several routine matters, but it also launched several new projects. Noteworthy were the decisions to install Medeco locks on doors leading into the building and other security doors, and to make available subscription TV to those who so desired. A major activity that remains on the Board's agenda for the next term is to achieve a satisfactory agreement with the developer for correcting the various deficiencies of Skyline House that are under warranty.

Ken Gresko, who returned to the Board as Treasurer to fill the vacancy left by Merrill Collett's departure earlier this year, gave an overview of Skyline House financial status. An interesting statistic is that the daily cost of operating Skyline House is about \$3030.

The President subsequently invited the chairpersons of the committees or their representatives to comment on their past year's activities. Carroll Thompson of Architectural Planning and Control, Elizabeth Grant of Community Relations, Ann Ricci of Recreation, Marjorie Levitan of Covenants, and Les Boykin of Security and Fire Safety, all gave us some deeper insights in the problems their committees dealt with during the last twelve months. Each one urged owners to take an interest in the activities of our association and to support the committee of his or her choosing by joining it.

Subsequently, owners voted to fill the two Board vacancies. Since only two candidates were running, Barbara Bear and Joseph Strahs were elected by an overwhelming margin. The remainder of the evening was devoted to a town meeting with questions and comments from the floor and responses from the Board.

A week later the Board met to select its officers for the coming year. Unanimously elected were: Edward Stolarun, President; Wynfred Joshua, Vice President; Gordon Frank, Secretary; and Joseph Strahs, Treasurer. Assignments as Board liaison with the Committees are as follows:

Barbara Bear:	Recreation and Community Relations
Ruth Ballard:	Architectural Planning and Control
Gordon Frank:	Covenants
Wynfred Joshua:	Security and Fire Safety
Robert Lowry:	Physical Plant Operations
Joseph Strahs:	Financial Management and Administration

The Board further decided that its members could attend any other committee meeting as observer. The decision was also made to maintain the third Tuesday of the month for the monthly Board meeting.

That same evening the Board met with the Committee Chairpersons or their representatives to review the relationship between the Board and the committees. The discussion centered on how to improve the committee system, the role of the Board Liaison, and committee operations. Specific guidelines reflecting the views articulated at the session will be forthcoming.

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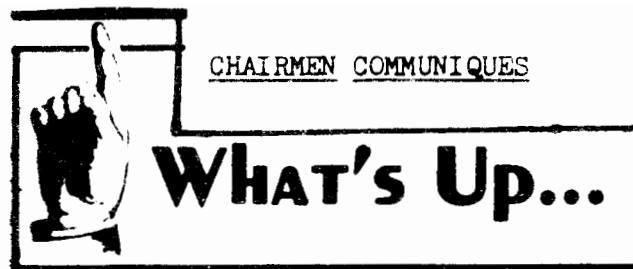


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RECREATION COMMITTEE REPORT FOR MAY

Ann Ricci, Committee Chairman

Well we were right again, the pot luck dinner on the 27th was another smash. Our extra special thanks to Jeanne Levy for organizing this event and to Maria Boykin and Elsa Paez for their assistance in getting things going. Because this is such a well liked and well attended event, we have decided to schedule a special summer outside pot luck on August 17th.

BINGO. The results of our letter survey are in, we are going to make a few changes based on these results. Bingo will now start at 7:30 P.M. Each card played will cost \$.50. Don Kerlin has returned from vacation, he will be calling Bingo in the near future. Barbara Atchinson and Babs De Young will still be with us. Bingo will be held in the WEST PARTY ROOM the THIRD THURSDAY of every month. At the end of every evening we will have a jackpot prize. Ten percent of each pot during the evening will be put aside for the grand prize. We hope these changes will generate more interest and keep Bingo alive.

PARTY BRIDGE. Party Bridge will be held in the East Party Room every WEDNESDAY evening. ~~Cancelled until Fall~~ Contact Connie Potter 2071 if you have any questions.

DUPLICATE BRIDGE. Held every MONDAY evening in the EAST PARTY ROOM.

WINE AND CHEESE Seminar and Party. It looks as though we will have about 60 people, we will have a full report on how this turned out in the next House Special.

EXERCISE CLASSES. We had a new class start Thursday, May 5th. We will continue to schedule classes after this one ends, as long as we have people interested.

T.G.I.F. Thanks again to Carroll Thompson our host for a great party, in May. T.G.I.F. for June will be in the West Party Room. Our hosts for June will be Mimi and Gordon Frank.

FLEA MARKET, CRAFT FAIR and BAKE SALE. This event is scheduled for Friday June 24th. Gladys Ponce-Manrique and Ora Kerlin will be chairpersons for this event. To reserve tables, please contact either Gladys or Ora well in advance.



FINANCIAL MANAGEMENT AND ADMINISTRATION COMMITTEE

By Bill Miller

The Committee met on Wednesday, May 4, 1983, with nine members present.

The main item discussed at the May meeting centered around the utilization of Association Committees and their relations with the Board of Directors. This was the subject of a joint Board Member-Committee Chairperson meeting held on May 10, 1983. The members of the Financial Management and Administration Committee were unanimous in their desire to have the committees play a stronger role in the affairs of the Association. This would include verbal presentation by a committee chairperson or other committee representative in support of a recommendation or motion approved by and submitted to the Board of Directors by the committee members. This approach would allow unit owners to have more direct input, through the committees, in the operation and functioning of the Unit Owners' Association.

A few additional items the committee members favored were: restructuring of the Board liaison policies, improvement in maintaining formal committee files, standard procedures in presenting written recommendations and proposed motions to the Board for consideration, and to make information, facts and records in regard to the Association more readily available to committees. This subject will again be deliberated at our June 7 meeting, with recommendations being forwarded to the Secretary of the Association, along with those from other Association committees and Board members.

A group of four Committee members -- the Committee Chairman, the Committee Vice-Chairman, the Policies and Procedures Subcommittee Chairperson, and one member at large -- met with Mr. Goldklang of Goldklang & Associates, Inc., P.C., on May 9, 1983. Mr. Goldklang represented his accounting firm, which has been retained to audit the Association's 1982 financial accounts and statements. Mr. Goldklang informed the group of the procedures he would utilize in performing the audit and the special items he would investigate in relation to the audit. The members of the committee group informed Mr. Goldklang of the areas of primary concern to the Association and those areas we felt might warrant special attention within the scope of the audit. Further committee contact with the auditor is anticipated.

The Committee members wish to welcome Joe Strahs, new member of the Board of Directors and Association Treasurer, as well as Board representative to the Financial Management and Administration Committee.

An omission was made in our article in the May HOUSE SPECIAL. The third sentence of the second paragraph, which read "Final acceptance of the proposal was unanimously approved alterations and changes proposed by Committee members," should have read, "Final acceptance of the proposal was unanimously approved by a vote of the members present after accepting recommended alterations and changes proposed by Committee members."

Our next meeting will be held on Tuesday, June 7, 1983, at 7:30 p.m. in the West Card Room. Unit owners are cordially invited to attend as new members, as participants in discussing a special agenda item they might be interested in or maybe just to observe the workings of our committee. The Association committees are your sounding board to the Board of Directors and provide a way to influence the way the Skyline House Unit Owners' Association is administered.

* * * * *

Around the House



What's in a name?
That which we call a rose
by any other name would smell as sweet.

William Shakespeare

Q: Whatever happened to Babs James?

A: Babs has resumed the name she was born with, which is Babs De Young. She is the same vivacious, dependable Babs - only the name has been changed.

CONGRATULATIONS and BEST WISHES to:

Mr. & Mrs. Carlos Duran, who were married May 14 in St. Anthony's Church. Carlos is an employee of Skyline House.

GOOD NEWS:

The recently hospitalized residents are all recovering nicely:

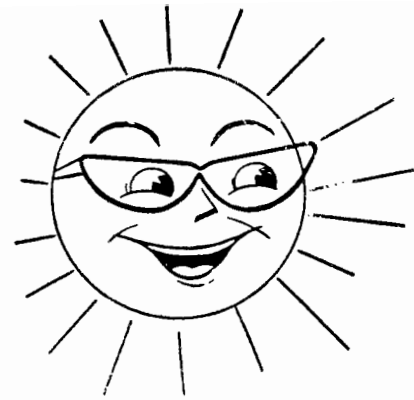
Mrs. W. H. McClennan
Bernie Wiener (out and around)
Don Kerlin (plans to play Bingo this month)

WELCOME:

Mr. & Mrs. Rendall of Brazil are visiting at Skyline House. On her last visit Mrs. Rendall burned the midnight oil typing the House Special.

IN SYMPATHY:

All Skyline residents extend their deepest sympathy to Barbara Bear on the recent loss of her Mother.



VACATION/TRAVEL

Kathleen Jeck has returned from Jamaica and is back on the "job" with The HOUSE SPECIAL.

Irmgard Jung has been visiting her sister in Germany. Dr. Jung remained here at home, to give the girls unlimited time for visiting.

Jo and Terry McAdams have returned from Marco Island and have resumed active participation on House Committees.

Q: Do you enjoy a stroll in the sunshine? Walking up a few stairs to lose weight? Meeting interesting people? Saving Skyline House postage?

A: Deliver The HOUSE SPECIAL to our good neighbor advertisers the first of each month.

Q: Would you enjoy keeping an uncomplicated advertising account? Typing a few bills? Meeting prospective advertisers?

A: These jobs are yours by calling 820-1373

HAVE YOU HUGGED A COMMITTEE CHAIRMAN TODAY?

These dedicated men and women spend a great deal of time working for us. Attend at least one committee meeting this month.

1983

JUNE

1983

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SECURITY/FIRE SAFETY COMMITTEE

By Les Boykin

Dangerous Insects

For those residents who did not attend our Annual Meeting, this is a repeat of what I reported there -- several residents of the Plaza recently complained about an INVASION of YELLOWJACKETS and WASPS! To quote the Plaza bulletin, "One resident has a serious allergic reaction to insect stings!!! Your help is needed. Please report any such problems you may be experiencing or if you have noticed . . . their residence. Do you have any flower pots or old planters on your balcony where they could be living??? Please CHECK VERY CAREFULLY. If you find them call Management for assistance!!"

Obviously, the House could have the same problem, and it is serious, sometimes even fatal, for a number of persons. Locating sources of these insects is a service we can all do for each other. Please carefully check the planters, pots and walls of your balcony. Mr. Le Bert Francis suggested that nests are sometimes to be found on the underside of balcony furniture -- check that, too!

Burglaries

Again, taking our news from the Plaza, we are advised by them (and we much appreciate their prompt cooperation in keeping us aware) that the number of units known to have been recently entered has reached six with the discovery of a burglary by residents returning from vacation. The circumstances generally consist of a daytime picking of the unit locks and the theft of concealable jewelry. None of the locks picked were Medecos, as has been the case in all other Skyline burglaries. In case that sounds ambiguous, it should read that we know of no Medeco having been picked in Skyline. The units entered were mostly near a stairwell or an elevator, but not all were.

We strongly suggest that House residents call Management and make an appointment to have the engineers install a pick-resistant lock at a very reasonable cost if one is not on their unit. Particularly our tenant friends should consider this, perhaps on a shared basis with the landlord. Tell him or her that it may enhance the rental value (for the next tenant, of course). Also, remember it is to protect your person from a dangerous situation in case you are one of those who rationalizes that she doesn't own jewelry worth stealing -- the burglar doesn't know that! He may somehow know which units are his main target, but he could end up trying yours just because it's in the area he's working anyway.

No Trespassing - No Soliciting

Signs are currently being put on security doors stating No Trespassing and No Soliciting (this includes giving out flyers) and Violators Will Be Prosecuted. It should help as a deterrent to trespassing and soliciting and hopefully cut down on the vandalism potential. According to the police, it gives us the tool to successfully prosecute when we see fit. Of course, it is not likely to deter a professional burglar.

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PHYSICAL PLANT AND OPERATIONS COMMITTEE

By Diets Gerstner

On May 12, 1983, at 8:00 p.m. in the West Card Room, the Physical Plant and Operations Committee held its monthly meeting, which was attended by seven members. Also present at the meeting was Bob Lowry, the board liaison to the committee.

In the past six issues of the HOUSE SPECIAL we reported on major warranty items that still require corrective action by the developer. We also gave estimates on what it would cost to repair them. These were:

<u>Warranty Items</u>	<u>Estimated Repair Cost</u>
1. Garage Expansion Joints	\$59,500
2. Aluminum Fencing Around Pool and Penthouse Sundeck Areas	12,800
3. Cracked Exterior Building and Garage Brickwork	39,700
4. Concrete and Asphalt Pavement	23,200
5. Grading and Slope of Grounds	26,000
6. Fire Stairwell Steps and Hallway Tiles	27,300
7. Covered Bridge Connecting Garage to East Building	3,000
8. Trash Chutes	3,500
9. Pipe Vibration Isolators on Aircooled Condensing Units	4,800
10. Unsealed Wall Pipe Penetrations	2,500
11. Excess Roof Gravel and Bad Caulking	6,500
12. Pool Circulating Pump	1,000
13. Main Lobby, Northeast Corner Stucco Soffit	900
14. Developer Reimbursement for Car Garage Door Replacement	10,000
15. Weep Holes in Building Exterior Brickwork	130,000
	<u>\$350,700</u>



These estimates came from the final report that was done by ALPHATEC, an engineering consulting firm located in Washington, D.C. ALPHATEC was hired by our Board of Directors to perform an engineering evaluation and study of the building systems of Skyline House Condominium. The objective of hiring ALPHATEC was to get an independent and expert assessment of the structural, mechanical, and electrical condition of Skyline House as it was built by the developer. ALPHATEC, as part of its job, identified deficiencies in the buildings and grounds, recommended corrective repairs, and provided cost estimates for these repairs. The final ALPHATEC report was submitted to our Board of Directors on March 5, 1982.

Besides the warranty items described above, there are still others that will require corrective action, and these will be covered in future issues of the HOUSE SPECIAL. On a more positive note, the developer has completed some of the warranty items identified in the ALPHATEC report.

<u>Warranty Items Completed</u>	<u>Estimated Cost</u>
1. Paint Garage Pipe Hangers	\$3,500
2. Install Correct Garage Sprinkler Pipe Supports	2,000
3. Paint Cooling Towers' Support Steel	5,000
4. Paint Iron Anchors for Garage Precast Exterior Wall Panels	5,400
	<hr/>
	\$15,900

At its May 12, 1983 meeting, the Physical Plant and Operations Committee considered the following:

Proposed Procurement Process -- The Financial Management and Administration Committee has proposed a procedure whereby the awarding of contracts by the Association can be done in an orderly and efficient manner. This procedure was favorably received by the Physical Plant and Operations Committee, and a committee member was selected to participate with the Financial Management and Administration Committee in developing a joint recommendation to the Board of Directors.

With regard to actions by the Resident Manager to correct the maintenance items that are submitted monthly by the committee, progress continues to be good. As of May 1, 1983, ten monthly lists had been submitted. They contained a total of 202 items, of which 175 had been repaired by May 1, 1983.

The next monthly meeting of the Physical Plant and Operations Committee is scheduled for July 14, 1983, at 8:00 p.m., in the West Card Room. The committee will not meet during June because of outside schedule conflicts.

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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.



COMMUNITY NOTES FOR JUNE

By Elizabeth Grant

GOOD NEWS for you bus riders who have waited in wind, rain and, occasionally, snow. Kathleen Jeck of the Community Relations Committee undertook negotiations for installation of a shelter (similar to the one at Skyline Towers) as her personal crusade. Barring some unforeseen complication, one will soon be installed on our property near the walkway leading to the lobby. Cheers!!!

A tip-of-the-hat to Skyline House Owners who rallied to vote at our recent annual meeting, thus insuring a valid election of two Board members and, hence, unbroken direction of Association affairs. Who says there cannot be concerted action by residents on matters of importance!

This committee will go on vacation for the summer months; no meetings will be held in July and August. We hope that, during this hiatus, it will not be a case of absence-making-the-heart-less-fond! So, in the fall, look on the bulletin boards for the return of the cartoons and other notices posted by the Community Relations Committee.

Also, while you are lounging by the pool or relaxing in the air-conditioned comfort of your apartment, pause to ask yourself if you are doing YOUR part to keep our community of Skyline House strong and well. We're trying, but we need more help. Watch for notice of the September meeting.

The second Fairfax County Festival, sponsored by the Board of Supervisors, will be held on the Goerge Mason University campus, University Drive and Route 123, in Fairfax on June 18 and 19. An Arts and Crafts Show will be included in the Festival activities.

The County Public Library has announced that, due to the increasing volume of requests being received for video materials, library patrons will no longer be able to reserve cassettes or discs. Video materials now are available on a first-come, first-serve basis only, at the Library Media Center, 5502 Port Royal Road, Springfield. With no more reserve orders being accepted, two loan points are being established to be in operation effective June 1 -- Reston and Sherwood Regional Libraries. For those of you who have already reserved material, have no fear. The library will meet all bookings previously confirmed. For further information, call Library Administration, 321-9810.

Don't miss out on fun events this summer! Skyline House is now receiving press releases of Fairfax County Park Authority activities. Here are some which will take place during the coming month:

- | | |
|--------------|---|
| June 4 and 5 | Annual fishing tournament at Burke Lake, Riverbend and Lake Accotink Parks. |
| June 8 | Slide presentation and discussion of ferns. |
| June 9 | Evening river hike led by a Fairfax County Park Authority naturalist. |

June 10

Seven-mile canoe trip

June 11

Flea market at Nottoway Park

If any of these events interests you or you want to know of others to be held this summer, check in the Management Office for details. Sandy Ziegler has kindly offered to put a ring binder containing the notices on the table which stands between her and Hazel Cowles' offices. This should be a convenient location for browsing. Enjoy! Enjoy!

* * * * *

FOOD FOR THOUGHT

Some members keep their organization strong; while others join and just belong.
Some dig right in, some serve with pride; some go along just for the ride.
Some volunteer to do their share; While some sit back and just don't care.
On meeting nite some always show; but then, there are those that never go.
Some always pay their dues ahead; some get behind for months instead.
Some do their best, some build, some make; some never give but always take.
Some lag behind, some let things go; some never help their organizations grow.
Some drag, some pull, some don't, some do.

Which of these are you?



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CAR MAINTENANCE

Car washing, oil changing and any repair other than those of an emergency nature (flat tire, car will not start) to any vehicle are not permitted on the premises.

BALCONY ETIQUETTE

Please do not use buckets of water to clean your balcony. The water flows over to other balconies making a mess. If you sweep the balcony, do not sweep the dust over the side, use a dust pan. Again we remind you not to allow cigarettes to be thrown over the side of the balcony - they burn carpets on other balconies and make an unsightly mess on the ground below. Also, do not use your balcony for storage. This includes bicycles. No clothing, rugs, etc., are to be hung on the balcony railing or on clothes racks or lines on the balcony. We remind you of all of these things so that our balconies will remain clean and neat.

TRASH ROOMS

Residents continue to leave trash, newspapers, boxes, garbage and bottles on the Disposal Room floors. Everything must either be placed in the chute or taken to the loading dock via the service elevator if too large for the chute. Garbage should be placed in the kitchen sink disposal or wrapped in tightly closed plastic bags before being placed in the chute. Newspapers should be placed in bags so that they do not separate and stick to the sides of the chute as they go down. Trash left on the Disposal Room floor attracts bugs as well as being messy and causing odors. PLEASE PUT ALL TRASH DOWN THE CHUTE.



The HOUSE SPECIAL

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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.