

House Special

DECEMBER 1983

ISSUE 14

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From the Board

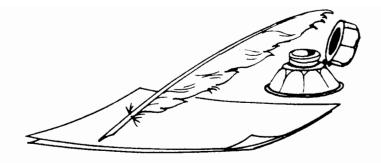
Wynfred Joshua, Vice President

The November Board session opened with the President's announcement that the settlement with Build America had been completed: Skyline House had received a check for \$8,000 from Build America to satisfy our claims to restore the driveway to its original condition. Mr. Stolarun planned to ask the Physical Plant and Operations Committee to report at the December Board meeting what the best option would be for fixing the driveway.

To insure that the Developer had installed parging and flashing in accordance with the building plans, the walls of an apartment in the West and in the East buildings had been broken open. The wall penetrations showed that the appropriate installations had indeed been made. The President noted that the walls of the units in question had been repaired.

Gordon Frank reported that an inspection tour with personnel of the Developer had been made to check the repair of various leaks. Several had been fixed; some required further repairs. The Board commended, in this respect, the efforts of the resident manager, Mrs. Ziegler, in seeing to it that the work was properly done. Mr. Frank also reported that the Developer had started with removing the excess gravel from the roof -- an issue about which we have long complained.

Mr. Stolarun mentioned that we had not yet been able to engage the



carpeting consultant we had selected to inspect the lobby carpet. The consultant would be available early December; the Board accordingly decided to wait till next month.

Mrs. Ruth Ballard informed the Board that the octagon beautification project was completed. Inasmuch as it was too late to plant fall flowers, the contractor had gone ahead with putting in tulip bulbs. We can expect some pretty tulips next spring in the now empty area. In preparing the octagon, the contractor encountered unexpectedly some two feet of cement that had to be removed. As a result, the project turned out to be much more expensive than estimated but was, nevertheless, still within the amount voted for by the Board in the 1983 Budget. Exact costs have not yet been submitted.

In preparation for the December discussion of the Board on the role of the committees, Mr. Frank, with the support of the committee chairmen, had found that some 75 Skyline House residents were active with the committees in one form or another. This number includes several husband-and-wife teams. The Board was gratified to find so many residents participating in Skyline House activities.

The Board accepted the report of the Auditor for Skyline House financial statements for 1982. The Treasurer, Joe Strahs, noted his agreement with the Auditor's conclusion that our Association is in healthy financial

(continued on next page)

shape. The Auditor stated that there were still some problems with our system of accounting; he also recommended that we review our method for evaluating our replacement cost program. The Board renewed the contract with the Auditor for next year. The management contract with

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the Charles E. Smith Company was also extended for another year in accordance with the existing three-year contract negotiated earlier.

The final act of the Board was to schedule a special session to discuss the Budget for next year.

Please check your message boxes at the
Front Desk where you will soon be
receiving a notice of this year's
Employees' Holiday Fund. It is hoped
that you will make a generous contribution
as you make plans for your holiday giving.

Committee Communiqués

COMMUNITY RELATIONS COMMITTEE

Elisabeth Grant, Chairman

NEWCOMERS' ORIENTATION

The Newcomers' Orientation project for Skyline House will not be activated until the first of the Year. It is hoped that by then, we will have a tour arranged which will familiarize incoming residents with the important facilities and services of our buildings. By waiting until then, it is felt that there will be a greater possibility of additional volunteers to serve as guides, since most people are reluctant to assume new responsibility at this time of year.

Do not hesitate to put your name on the list of volunteers just because you may be away for part of the winter. This is not a fulltime commitment. We desperately need more people to help if this project is to succeed.

Remember, this effort is being initiated in an attempt to maintain the fabric and pleasant atmosphere of our Skyline House community. Only a little help on the part of many can help to insure that!

The Management Office has offered its cooperation. Won't you? Please contact either Elizabeth Grant in 1408-W or the Management Office. Thank you.

* * *



EMPLOYEES' HOLIDAY FUND

When the request is made, don't put off making your contribution to the Employees' Holiday Fund. We are very fortunate in our staff and, once a year, we have the opportunity to show our appreciation for their efforts on our behalf.

Ora Kerlin and Edna St. Peter have generously offered to organize this year's appeal. Let's have a response from a greater proportion of our residents than ever before . . . and, thus, a happier holiday for both giver and recipient!!

DIETS

Happy Holidays to all.

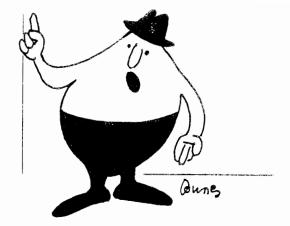
Tips on physical fitness . . . have you seen this one?

Saving Ways for Sedentary Souls

Beating around the bush 75 calories
Jumping to conclusions 100
Passing the buck 25
Throwing your weight around
(depending on your wt.) 50-300
Dragging your heels 100

(continued on next page)

What's Up ...



Saving Ways for Sedentary Souls

(continued)

Pushing your luck	250 calories
Making mountains out of	
mole hils	500
Hitting the nail on	
the head	25
Jumping on the band	
wagon	200
Climbing the ladder of	
success	750

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DON'T FADE AWAY THIS WINTER

Get a beautiful golden tan or maintain the one you already have. Our UVA sunbeds are FDA approved and UL listed.

First Session FREE

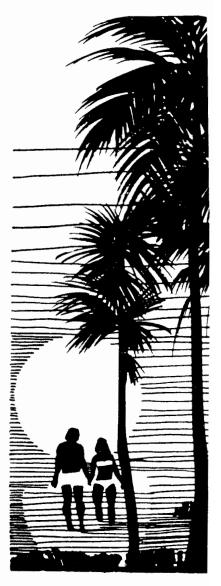
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COVENANTS COMMITTEE REPORT

Howie Mer Temman, Janieran

Thursday, October 20, West Card Room

Considering the fact that we had the Bingo Game going on next door to our meeting, I guess we had a pretty good attendance. We had with us our faithful Board Representative Gordon Frank and our Board Treasurer Joe Strahs. We appreciate the attendance of both.

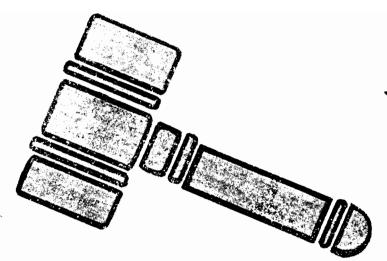
The minutes of the September meeting were accepted without any corrections . . . pretty good, with no secretary.

Chairman McClennan reported that a letter had been sent from our Committee to Bill Miller, Chairman of the Financial Committee, requesting a change of the Fiscal Year. (FLASH: action postponed until 1985 Budget.)

We got out a letter to the Prez Ed Stolarun, asking that the Board give consideration to delivering The HOUSE SPECIAL so that more people would know what is going on. (FLASH: notified by the Prez that he had sent same to Community Relations for their research and report.)

The Chairman announced that the new Rules and Regulations (actually an update) had been turned over to the Board Representative so that the Skyline House Board of Directors can take action on same. This was a project that took over a year to complete.

The balance of the meeting was given over to review the violations



of the Rules and Regulations for the months of July, August and September.

I think that it would be wise to bring you up to date on what is taking place in regard to these infractions. Read them over and give them some thought. Are YOU one?

- -- 18 cars towed (various reasons, mostly no parking passes).
- -- 15 complaints of loud noises (radios, stereos, etc.).
- -- Cats and dogs (not Halloween) on balconys and in the garages.
- -- Several complaints of material being thrown off balconies.
- -- Eight complaints regarding trash having been left in the hall-ways and outside the disposal rooms.
- -- Broken car windows and window wipers being torn off.
 - -- A broken sprinkler head.
- -- Cooking odors (some good, some bad).
- -- Overtlow of water from washing balconies and/or watering of plants.
- -- Cars left unattended, blocking fire lanes. SURE CASE FOR TOWING.
- -- Tailgating in garage. (I honestly think that this problem is improving. Keep up the good work . . . it will save the door and your money.)

Several other complaints were reported; though minor, they were serious enough to cause one of your neighbors to complain. Remember

(continued on next page)

what the man in "Hill Street Blues" says:

BE CAREFUL OUT THERE!!

See you at our next meeting to be held in the West Card Room on Thursday, December 15th. We would like to have more of our good neighbors attend and take part in the action. Do you know a good secretary? (I mean for the Committee.)

P.S.: As you may have heard or read or seen on T.V., we are having

a Town Meeting on the night of January 11, 1984. The main purpose of this fine event · is to get you out



to vote on the appropriation of approximately \$37,000 for the "Totallizing of our Electric Meter." This will connect both the East and West buildings into one meter and bring about a big savings.

Plan to attend and, more importantly, to VOTE.

Lloyd R. Vakay, D.D.S. Daniel Y. Sullivan, D.D.S. Prosthodontics

Gary G. Kaihara, D.D.S. General Dentistry

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FINANCIAL MANAGEMENT & ADMINISTRATION COMMITTEE

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At our monthly meeting on November 1, the two main topics of discussion were the Association's 1982 Audit Report and the proposed 1984 Budget for the Association.

The Committee Members recommended approval of the audit performed by Goldklang and Associates, Inc., and requested the Chairman to process the recommended acceptance of the Audit Report and Management Letter through the Association Treasurer, Joe Strahs, to the Board of Directors for approval. The Committee Members also requested the Chairman and the Association Treasurer to meet with Howard Goldklang to determine the advisability of renewing our contract with Goldklang and Associates as the Association's auditor. The Association Treasurer and Committee Chairman concurred that it would be in the best interest of the Association to retain Mr. Goldklang as our auditor. He was requested to submit a proposal for evaluation and approval by the Board of Directors.

The 1982 Audit Report and Management Letter were approved by the Board of Directors at their regular monthly meeting on November 15. The accounting firm of Goldklang and Associates was also approved for retention as the Association's Auditor for 1983.

The Planning and Analysis Subcommittee's recommendations for the proposed 1984 Association Budget were presented to the full Committee by the Subcommittee Chairman, Wayne Krumwiede. Recommendations were made after a review of the proposed Budget which was submitted to the Committee by the Property Manager. The full Committee reviewed the proposed Budget on a line-by-line basis, making changes and corrections deemed to be in the best interest of the Association. The majority of the items proposed by the Property Manager were agreed upon by the Committee. After completion of the review, the Committee Members requested the Committee Chairman to put the Budget in final form for submission to the Board for their consideration. The proposed Budget was reviewed by the Board at a special open meeting on November 21.

At the request of the President of the Board of Directors, members of the Covenants Committee and Financial Management and Administration Committee met to discuss the advisability of changing the Association's Fiscal Year in light of the requirement to hold the annual meeting and Board Member election within 90 days of the beginning of the Association's fiscal year, as specified in the Condominium Documents. After considerable discussion, the Chairman of the Covenants Committee moved that the Association's Fiscal Year not be changed and the preparation proceed for holding the annual meeting during the latter part of March. The motion was approved by the majority of the members present, and the President of the Board was notified of the action taken at the joint Committee Meeting.



1.

ELECTION TO THE BOARD OF DIRECTORS SKYLINE HOUSE - 1984



ON MAR. 27,1984 AN ELECTION WILL BE HELD TO ELECT TWO UNIT OWNERS FOR THREE YEAR TERMS, AS MEMBERS OF THE BOARD OF DIRECTORS OF THE "SKYLINE HOUSE UNIT OWNERS' ASSOCIATION, INC."

THE NOMINATIONS COMMITTEE IS ENCOURAGING RESIDENTS WHO ARE INTERESTED TO SUBMIT AN APPLICATION FOR NOMINATION TO THE BOARD OF DIRECTORS.

APPLICATIONS ARE AVAILABLE AT THE FRONT DESK.

NO APPLICATION FOR NOMINATION WILL BE ACCEPTED AFTER FEB. 3rd

At 8:00 PM.

IF YOU PLAN ON RUNNING FOR THE BOARD, OR IF YOU KNOW SOME-ONE WHO IS INTERESTED, MAKE SURE THAT YOUR APPLICATIONS ARE SUB-MITTED BY 8:00 PM ON FEB. 3rd, 1984.

IF YOU HAVE ANY QUESTIONS CONCERNING THE NOMINATION PROCESS, PLEASE FEEL FREE TO CALL ANY OF THE FOLLOWING COMMITTEE MEMBERS:

W. HOWARD MCCLENNAN	414W	379-4223
BERNICE KAMINSKY	716W	931-0557
MILTON KAMINSKY	716W	931-0557

IMPORTANT: PLEASE MAKE SURE THAT YOU SUBMIT A BLACK AND WHITE PASSPORT PHOTO WITH YOUR APPLICATION.

1983

DECEMBER

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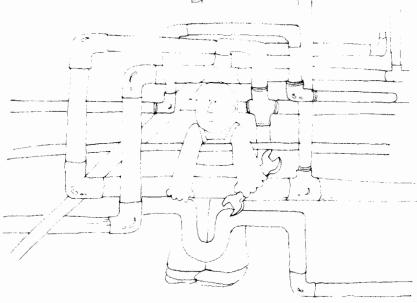
PHYSICAL PLANT & OPERATIONS COMMITTEE

Dieto Gerstner, Chairman

On November 10, 1983, at 8 p.m. in the West Card Room, the Physical Plant and Operations Committee held its monthly meeting. Six members, including the Chairman, were present.

Wall Cuts to Verify Construction. Two members of the Physical Plant and Operations Committee (one in the East and one in the West building) volunteered to have an outside wall in their units cut open to verify the presence of flashing and parging. It was necessary to make the wall cuts because the absence of these warranty items could adversely affect the water-tight integrity of our buildings. The wall cuts were made on November 3, 1983, and flashing and parging were found to be present. Also, the internal construction of the walls with respect to insulation and mortar work was found to meet specifications.

Warranty Work Inspection. On
November 4, Messrs. Frank, Lowry and
Gerstner of Skyline House conducted
another walkthrough inspection of
completed warranty work. They were
accompanied by Messrs. Avery and
Malone of Richmarr Construction Co.
It was found that considerable
progress had been made on a number of
warranty items that had needed repair.
Among the more visible items on which
work had begun and in some cases
completed were repairs to the bridge
connecting the East building to the
garage, the addition of sod to low



spots north of the East building, repairs to window and roof leaks in party rooms and penthouse galleries, replacement of cracked West building roof pavers, repairs to a major leak in the north wall of storage room number one in the West building, replacement of cracked bricks in the garage facade, repairs to chipped stairs in the East building, and repairs to low spots in the garage floor to remove standing water. Repairs to a number of less significant items were also found to have been undertaken. Although the results of this inspection were encouraging, a good bit of additional warranty work still remains to be done.

Inspection of Stairs. The County of Fairfax was requested to reinspect the stairways throughout Skyline House to make sure they conformed to Code. This request was made because the engineering consulting firm ALPHATEC, which was hired by the Board of Directors in 1982 to conduct an evaluation of our complex, reported that many of the stairs did not have the correct dimensions and therefore did not conform to the County building code. Fairfax County, (continued on next page)

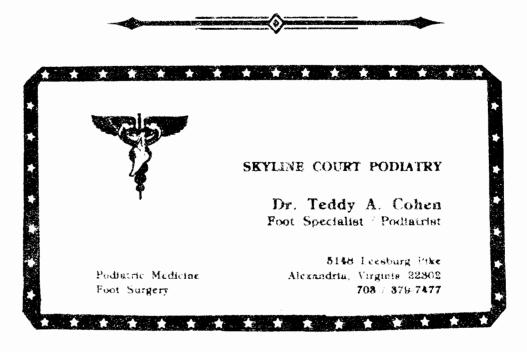
after examining stall measurements, methally informed the board that the stairs did conform to the County code.

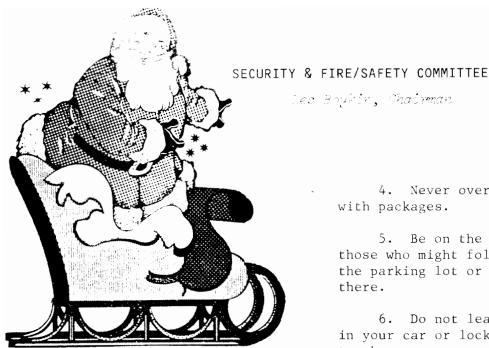
Bulla America Settlement. About two years ago, soild amarian was granted or casement to dig up the west end or Ab line House property to lay sewer pipes for its shopping center. However, Build America never restored our property to its original condition. The Physical Plant and Operations Committee inspected the area and recommended to the Board of Directors that a financial settlement in the amount of \$8,000 be sought to cover the cost of replacing the asphalt pavement, curbs, lawn, and frees. On November 8, the Loard of Directors received a check from Build America for \$8,000 as final settlement. This vertiement was due in large part to the efforts of Tom Davis, the Mason District Representative to the Fairfax County Board of Supervisors.

At its regular conthly meeting on November 10, the Physical Plant and Contations elementary reviewed all outstanding warranty items ranked as a raing to cost and impact. Based on this review, the Committee made recommentations to the Board on various alternative actions that could be taken to resolve the outstanding warranty items.

Monthly Maintenance Lists. With regard to the monthly list of maintenance items that the Committee submits to the Resident Manager for corrective action, progress continues to be very good. As of November 1, 13 monthly lists had been submitted. They contained a total of 260 items, of which 249 had been repaired and 11 were in the process of being repaired.

the next monthly meeting of the Physical Plant and Operations Committee is scheduled for December 8, in the hast Card Room at 8 p.m.





HARK NOW, 'tis that season again when many of us wander thru Olde Curiosity Shoppes and other public places in a spirit of good will toward relatives, friends and other fellow humans. Somewhat distracted and confused and maybe mellow, we may lower our guard and become easy prey to those who prefer to consider this joyous time as an opportunity for taking rather than giving. Fortunately, Community Relations Officers Josh Brown and Larry Clark are watching over their flock and offer us eight not tips to help us avoid being holiday crime victims:

Crime Prevention Tips

- 1. Don't carry your cash in your wallet or purse. Keep cash in a proket or pinned in your clothes.
- 2. Keep credit cards separate from your wallet.
- 3. Carry only the credit cards you need.

Lee Brukin, Chairman

- 4. Never overload your arms with packages.
- 5. Be on the lookout for those who might follow you into the parking lot or might be waiting there.
- 6. Do not leave packages in your car or lock them in the trunk.
- 7. Once in your car, lock all doors and keep the windows up, especially in parking lots or intersections near shopping centers.
- 8. Keep a firm grip on children, as they often try to wander off during this season.

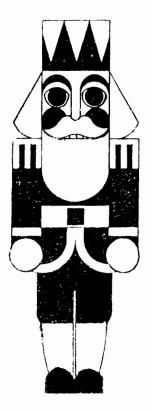
In last month's issue, we discussed the fact that none of us should hesitate to call the Emergency Number 911 (Fire, Police or Rescue) when we need to report:

- -- an apparent cime in progress;
- -- a threatening situation which we judge may result in a crime (and don't worry about misjudging!);
- -- an apparent crime already committed where time is important in making an apprehension. Of course, if someone is hurt, we would call 911 for medical help also.

Important Addendum. Many of us have Alexandria telephone (continued on next page) exchanges because of our proximity to the judisdictional line. If you have one of the following exchanges -- 370, 379, 578, 671, 751, 820, 823 -- the Alexandria Police will answer your call to 911. Don't hang up. Just tell them you live in Fairfax County, and they will promptly transfer you to the Fairfax County Emergency Center. DO NOT mention Falls Church because that will cause you to be transferred to the Falls Church Police.

Happy Holidays to All.





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NOTE FROM THE EDITOR: Last month's issue of The HOUSE SPECIAL contained an entire page filled with helpful information and noteworthy hints which I had received from various House residents. I feel that in a community as large as ours, there are many who would be interested in sharing in our very own mini-information center. I hope this new section will continue to draw your contributions. -- Karyn Hill

* * *

RASPBERRY ALMOND TARTLETS

Melt-in-your-mouth cookies, the perfect touch at the end of a special dinner. Try these over the Holidays. They're supremely delicious.

- 1 cup butter or margarine
- 1 cup sugar
- 2 eggs
- 1 tsp almond extract
- 2 cups unsifted flour
- 1 tsp baking powder
- ½ tsp salt

1 cup raspberry preserves
confectioners sugar

In bowl, cream butter until light. Gradually beat in sugar. Blend in eggs, almond extract, flour, baking powder and salt, mixing thoroughly. Cover and chill until dough is firm. Divide dough into four parts and roll out one portion at a time to cut $18 \ (2\frac{1}{2} \ \text{inch})$ cookies. Also

cut out 18 cookie rings (centers may be baked as miniature cookies). Bake at 375° on ungreased baking sheets for 8 to 10 minutes. Transfer to racks to cool.

Spread whole cookies with raspberry preserves, top with cookie rings and dust tops with confectioners sugar. Additional preserves may be spooned into centers if desired. Yield: 3 dozen.



(Helpful Hints on next page)

HEIPFUL HINTS FROM HELOISE

Hang pictures happily:

I don't have a difficult time hanging paintings anymore.

I used to hammer nails in all the wrong places until I came up with this ingenious idea!

Cut a pattern of your picture out of newspaper. Mark the spots where the hangers should be placed. Put the patterns against the wall and perforate through with a pencil to mark the exact location for the nails. Now nails and hangers will line up. -- James B.

Sweet Swelling House:

If your house starts getting that stuffy 'housitosis,' don't wasce time spraying every room.

Spray the air freshener directly into the air return. treshener will travel through the ducts and out the vents in every

Be sure to keep the filters clean and lint-free. This goes for the vents of the return. Cleaning them (and keeping them clean) will help save on your electric bill. -- Leota S.

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From Management



HAVING A PARTY?

Please be sure to give an alphabetical guest list to the front desk on the day of the party, and advise your guests to obtain a parking permit when they arrive.

During this busy season, it is very important that all residents remember that quest parking is for our guests only.

EXERCISE ROOM

We request that persons going to and from the Exercise Room dress in a manner suitable for the lobby. The lobby is the front entrance to everyone's home and dress should be proper at all times.

PARTY ROOM

For those of you using the Party Rooms, the management will provide additional tables and chairs at a nominal rental fee. We find that rental companies scratch our corridor walls, elevators and floors and wrinkle the carpets when delivering furniture. We feel that less damage to the building will occur by providing tables and chairs from in-house.

CHRISTMAS TREE DISPOSAL

Please call the front desk to arrange for the disposal of your Christmas trees, wreaths and decorations. These items are very combustible and special care must be exercised in their disposal.

If you choose to dispose of your own decorations, please use the service elevator and take them to the dumpster behind west building, near the loading dock.



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