

The House Special

VOLUME IX

FEBRUARY 1989

No. 2

NOTES FROM THE BOARD

Dave Harvey, Vice President

The January meeting of the Board of Directors was held on 17 January in the East Card Room. There were about 15 visitors present.

The meeting began by the President, Larry Ingels, giving his monthly report. He reported the developer has finally approved the assignment of parking spaces that were turned over to the Association. We have received a notice from Fairfax County about their program to separate newspapers from trash. At the present time condominiums are exempted from the program but we will be included at a later date. Fairfax County is looking for a condominium to volunteer for the program. At the request of the Fairfax County court system, a trial date was set on 17 January for the lawsuit between the Association and the developer of Skyline House. Our insurance company has notified us that they have filed a request to drop the suit for noise that has been reported here previously. Larry reported that we still have not received any nominees for the Board election coming up in March. He hoped it wasn't going to be like last year when no one came forward to serve on the Board. There are two openings on the board that have to be filled in March.

(continued next page)



SPECIAL ATTENTION

WANTED - WANTED - WANTED

Candidates for Board Election

ELECTION MARCH 28, 1989

TWO MEMBERS to be elected for 3 year terms.

Applications must be in by Feb. 22, 1989. Pick up applications at Front Desk.

Any questions call - Howie McClellan
414W, 379-4223

ALSO WANTED

Unit owner to be Election Chairman



NOTES FROM THE BOARD (continued)



Larry announced that Nancy Harvey has agreed to act as an alternate to the Bailey's Crossroads Task Force representatives from Skyline House.

Ed Bisgyer gave his Treasurer's report which covered both the monthly Financial reports for December and January. The main topic of discussion was delinquent assessment accounts and the problem with trying to collect from absent co-owners. The Treasurer's report was approved by the Board.

The next item on the agenda was the Management Report. The first item discussed was the proposed work on repairing the balconies. Mention was made of the work being planned at Skyline Plaza to repair their balconies. The work there will be spread over a 6 year period. There was discussion on how much of the work should be done in-house (if any) and how much to contract out. It was agreed that the matter should be further discussed at a joint meeting between members of the PPOC and the Board on Monday, February 13 at 7:00 pm. Members of the mechanical staff at Charles E. Smith Company will also be attending. The proposed work on reducing the sound coming from the emergency generators was deferred until 1990 as a economy measure. The proposed changes to the by-laws concerning occupancy was received from our attorneys. Action on this was deferred until they could be reviewed by the Covenants Committee. Based on recommendations from the landscape committee, the proposed contract with Tom Payne for landscaping was approved.

The Board approved Management's use of a floater employee on Sundays, as well as on Saturdays to help with various work items required on weekends. No action was

taken on the proposed replacing of cigarette urns at elevator doors with trash receptacles. That includes the highlights of the Management Report.

There then followed a report from Ed Bisgyer on recommendations from the Finance Committee for financing the cost of repairing our balconies. They recommended that one assessment cover the proposed work to be done that year and that two options should be offered co-owner in paying; either one payment or two payments, one half due now and the other half due 6 months later. The Committee didn't take into account the possibility of spreading the work out over a number of years like Skyline Plaza is doing. The Committee further recommended that a letter go out to all co-owners explaining the problem and how we plan to finance the work. There following a long discussion by all present on the methods of paying for the work. It was agreed that any action on the matter should be deferred until it's decided how we plan to do the work and over how long a period of time. What can be done now is to get opinions from both our attorneys and auditor on what options we have in financing the work. That will be done. Much depends on over what period of time we will be doing the work.

NEWCOMERS ORIENTATION



New residents that have moved into Skyline House and have not availed themselves of the Community Relations Committee Newcomers Orientation Tour that encompasses their unit and other facilities of Skyline House, please leave your phone number and unit # for Tony DiSalvo (502E) at the Reception Desk. You will be contacted and arrangements for an orientation will be made. *Welcome*

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M - F 8-6
Sat. 9-4
Sun. 10-3 Starting Jan. 8, 1989

Committee Reports

PHYSICAL PLANT & OPERATIONS COMMITTEE

Gordon Frank

Sadly, the fifteen people present at the January meeting acknowledged the recent, sudden death of Terry McAdams and offered condolences to his widow, Jo. Terry was an active, interested and supportive member of the PPOC for many years. He was a bubbling, enthusiastic, warm-hearted contributor. He will be greatly missed.

The Chair expressed its appreciation for the work of the members of the PPOC during 1988 and singled out several for special mention (risking that some who should be mentioned may be inadvertently overlooked). Those mentioned were Ralph Alvey, Jeanne Burgess, Ken Grant, Ed Ing, J. Le Bert-Francis, Gerry Lagace, Ross MacAskill, Bill McClellan, Rich Mundle, Carroll Thompson and Dan York. All of them accepted and completed special assignments on behalf of the PPOC. Thank you all!

The committee supported the Appreciation Night for Skyline House Volunteers proposed by the President of the Association. The PPOC expressed the desire that it include a special posthumous honor in memory of Brian Le Bert-Francis. In order to thank everyone who contributed, the Chair believes every PPOC member should be honored at Appreciation Night and will so recommend to Larry Ingels, the Association President.

In order to provide a convenient means for residents to dispose neatly of small trash items such as candy wrappers, the committee approved a motion recommending that the Board purchase a sufficient number of ash-trash stainless steel receptacles to replace the ash urns on each floor by the elevators.



Sufficient receptacles should be purchased to provide one at every elevator landing in both the residential towers and the garage.

The Chair reported that the operation of the front desk maintenance log continues to cause some difficulty. The purpose of the log is to allow residents to report needed maintenance actions in order to assist the staff to maintain satisfactorily the buildings and grounds. Problems cited include the failure to clear some items due to inability to obtain needed parts or a requirement to have the Board approve funds or inability of the staff to locate the problem. Also, procedures for indicating completion of an item are not yet satisfactory. The Chair agreed to work with Management to resolve these and other issues and report progress at the next PPOC meeting.

The Chair reported 11 actions were completed by the PPOC in 1988. A larger list was prepared containing continuing actions. After reviewing the list, the PPOC approved two motions. One requested the Board to direct the Property Manager to provide information on 19 action items scheduled for 1989. Among these are adding a momentary delay mechanism to the garage entrance door mechanism, abating the nuisance of the emergency generators, a plan to replace seeping heater hoses for residents wishing to do so, hiring of an outside expert to review the reserve accounts, facade and garage repair plans, computer system recommendation, brick walkways repair and others.

(continued on page 6)

THE HOUSE SPECIAL

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LETTERS TO THE EDITOR: THE HOUSE SPECIAL welcomes brief comments from readers. Please limit your letters to 250 words. The letter shall be signed and contain the unit number. The Condominium Association Board reserves the right to refrain from publishing incorrect or improper statements.

ADVERTISING. If there are service and/or trades people with whom you have dealt successfully with, why not let Tony DiSalvo know so that he can pursue them as advertisers.

Advertisements appearing in THE HOUSE SPECIAL do not constitute endorsement nor reflect approval thereof by the Skyline House Condominium Association.

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NEWSLETTER DEADLINES



Committee Chairpersons are reminded that the deadline for the Newsletter is the 20th of each month. In the event that the committee meets after that date, please contact the Editor so that report may be included.

PHYSICAL PLANT (continued)

The other motion requested the Board to advise the PPOC of the status of the warranty suit, facade repair payment plan, the plan to develop a coordinated monthly Board/Committees meetings schedule and ad-hoc and temporary committee appointments.

For 1989 the PPOC is off to a running start. Currently we meet at 8:00 p.m. on the first Thursday after the first Wednesday of each month. Join us at our meetings and let us hear your views.

A DREAM COME TRUE



EMPLOYEES' HOLIDAY FUND

Two hundred twenty-two residents responded to the 1988 Holiday Fund. This was ten less than last year. The total amount collected was \$6,899, which was \$171 less than last year. This was an average of \$31 per person, with the median contribution being \$25.

This made it possible to present each of the 26 members of our staff an expression of our appreciation for his or her efforts towards the well-being of Skyline House and its residents. The formula for distribution is based strictly on the hours worked this year, including overtime hours, plus credit for prior years of service. Salary rates are not considered. The bonuses ran from \$7 to \$561, with the average being \$289, and the median being \$394.

Thanks again to all who contributed.

C. Patricia Junk
Holiday Fund Chairperson

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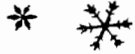
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SKYLINE HOUSE COMMITTEES



COMMUNITY RELATIONS. Conducts Newcomers Program; Monitors area development; establishes cooperative relations with other condominium associations.

COVENANTS COMMITTEE. Establishes and monitors rules and regulations.

FINANCIAL MANAGEMENT AND ADMINISTRATION. Advises on: Annual budget/monthly cash flow, reserves and investments.

PHYSICAL PLANT & OPERATIONS COMMITTEE. Advises on common area repair, improvements and maintenance.



RECREATION COMMITTEE. Plans and conducts social activities for fellowship among residents.

SECURITY/FIRE SAFETY COMMITTEE. Conducts resident watch program; monitors incident book; advises on security procedures.



If you are interested in becoming involved in the Skyline House activities, we urge you to become a member of one of these committees.

Please return this form to the management office when it is completed. A member of the Committee(s) of your interest will contact you about the next meeting. Skyline House needs the time and talents of its residents.

Name _____

Unit _____



JEFFERSON HOSPITAL VOLUNTEER PROGRAM Fairfax Hospital System



Jefferson Hospital, located near the intersection of Beauregard and Route 7, is seeking volunteers to provide support services to patients which contribute to the delivery of health care for patients and to the related well-being of their families.

Anyone interested in participating are requested to contact Beth Lehman-Marzullo, Director of Volunteer Services at 998-4973.

GIANT FOOD SHUTTLE BUS



For your convenience, GIANT FOOD continues to operate a free shuttle bus service on TUESDAYS AND FRIDAYS, from 9:30 a.m. to 12:30 p.m. Continuous round trips will be made between the Skyline buildings and the Giant Food store in Baileys Crossroads approximately every 30 minutes.

Shuttle will start at 9:30 a.m. at Skyline Towers, to Skyline Square, to SKYLINE HOUSE, Skyline Plaza and then to the Giant Food store. The bus will be properly identified.



BONES

There are four MAIN BONES in every organization:

The WISHBONES wish somebody would do something about the problem.

The JAWBONES do all the talking, but very little else.

The BACKBONES carry the brunt of the load and do most of the work.

Which BONE are you?--Adapted from the Scottsdale York Rite Masons.

What type BONE are you. 

FEBRUARY

1989



SUN

MON

TUE

WED

THU









FRI

SAT



Love



			1	2 PHYSICAL PLANT WCR, 8:00 PM  GROUNDHOG	3 T.G.I.F. WPR, 6:30 PM 	4
5	6	7	8 RECREATION COM. WCR, 7:30 PM ASH WEDNESDAY +	9	10	11
12 LINCOLN'S BIRTHDAY 	13	14 SECURITY COM. ECR, 7:30 PM FINANCIAL MGMT. WCR, 7:30 PM VALENTINE'S DAY 	15 COVENANTS COM. WCR, 7:30 PM	16 SPECIAL MEETING BO OF DIR./PPOC & REP. OF SMITH CO. ECR, 7:00 PM	17	18
19	20 PRESIDENT'S DAY	21	22 WASHINGTON'S BIRTHDAY 	23	24	25 
26 	27	28 BOARD OF DIRECTORS WCR, 7:30 PM	 <p><i>Happy Valentine's Day</i></p>			

Committee Reports

SECURITY AND SAFETY COMMITTEE
Rob Sherrer

The Security and Safety Committee met on Tuesday, January 10. Five residents attended. The agenda was limited, which is always good news from this committee concerned as it is with security breaches and other safety-related matters. Items covered at the meeting and other items that will be of interest to Skyline House residents follow:

On approximately December 21, someone took the signs from above the East Penthouse party room, billiards room, and card room and smashed a hole in the wall. On January 1, someone took the cigarette urn from the West Lobby. And on January 9, wallpaper was torn near the phone in the East Penthouse.

Pursuant to a complaint made to a Resident Watch member that bills for the Washington Post that are not slid entirely under residents' doors and which remain outside the doors for any length of time are clear indicators that residents are not at home, it was decided to ask management to direct the paper carrier to leave bills at the front desk boxes in all cases when he cannot slide the bill entirely under the door so that it cannot be seen from the hallway.

On January 18, the Mason District Police met with management and heads of the resident watch programs or security committees of the four Skyline residential communities. In addition to Officers Larry Clark and Jim Hepler, present was the new Deputy Commander of the Mason District Station, 1st Lt. Earsey E. "Skip" Mahaffee. The purpose of the meeting was to update us on what was happening in the area and to lay

preliminary plans for conducting a pilot test of a neighborhood watch motor patrol around Skyline. At the meeting, Skyline House management arranged for the Mason District Police to come to Skyline House and conduct training for our employees on how they could become security assets by being alert and recognizing and reporting security-related events and signs. The training was scheduled for January 24.

RIDE ALONG WITH A PATROL OFFICER -- The Mason District Police have invited district residents to ride along with a patrol officer and learn more about how the police department functions within our community. Call the crime prevention office for applications (354-5889).



GARAGE SALE AT JEFFERSON HOSPITAL

Jefferson Hospital Auxiliary will be holding a special Spring Cleaning Garage Sale on Saturday, April 29, 1989 at the Jefferson Hospital. Donations of usable household items, attic treasures, clothing, etc. can be picked up at your convenience and are tax deductible. Get rid of unwanted "extras" and support your local hospital at the same time. For further details, call Beth Lehman-Marzullo at 998-4973, 9:00 a.m. - 3:30 p.m.

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COMMUNITY RELATIONS COMMITTEE
CHAIRPERSON WANTED

Another month has gone by and this committee has not met. The committee is still without a chairperson. The Newcomers Orientation Subcommittee will continue to operate.

Isn't there some interested member of our community willing to volunteer to chair this committee..
HELP-HELP-HELP!!!!!!

JEANNE CHRIST
ASSOCIATE BROKER

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Committee Reports

RECREATION COMMITTEE

♥ Carroll Thompson, Chairman

The mid-winter blahs are upon us and we have to find ways to endure this season. Holiday excitement with all the parties are behind us and the newness of spring is six or eight weeks away. We are caught in between. There are those lucky ones who shed winter clothes and head to sun filled days in Florida or the Caribbean. Enjoy yourselves and send some sunshine back to Skyline city.

Love

Residents left behind to deal with the cold dreary days of winter can have some relief. Enjoy the warm fellowship with your neighbors at recreation committee activities.

In January the Pot Luck dinner gave many "House" friends a chance to chat with one another over a variety of dishes. Many thanks again to Bernice Kaminsky who chaired the function. Guests were overheard planning visits to art galleries and other forms of entertainment. ♥ TGIF is Friday, February 3. Valentine Day will be the theme. The evening will again give residents the opportunity to enjoy the company of their neighbors. March brings another TGIF but also the Annual Italian Night. Don't be left out...get your reservations in as soon as the announcement is posted.



Tentatively planning a trip to the West End Dinner Theater on Sunday, April 23. The show is Mame. Dinner starting at noon and showtime at 2:00 p.m. The cost will be \$21.00 per person. Full details next month. The last time this event was scheduled, it was an evening affair. Let's try a Sunday afternoon.



Keep warm, keep your spirits up. Spring is coming, not just around the corner, but on the way. In the meantime we look forward to having you join us in fighting the blahs.

Join us at the next meeting, Wednesday, February 8 at 7:30 p.m. in the East Card Room.



DUPLICATE BRIDGE

For the lack of enough interest, Monday night duplicate bridge has been put on hold for a while. At a later date if there appears to be interest in resuming, it will be continued. What is needed is a commitment to play every Monday night. The Director makes a commitment to be there so should the players.

SPECIAL MEETING

There will be a meeting of the Board of Directors, PPOC & Representatives of the Charles E. Smith Co. to discuss balcony repairs. The meeting will be held Thursday, February 16 at 7:00 p.m. in the East Card Room.



From Management

INSURANCE



Residents who need a copy of the master insurance policy for their mortgage should call Morgan & Cheves Insurance Company at 683-2146.



HANDICAPPED LIST

Management is updating their list of elderly or handicapped residents who might need help in an emergency. If you think you should be on the list, please notify the Management Office.



FORGOTTEN RULES

Skyline House Rules and Regulations - state:

Rule 11. Lock Outs



A) Residents will be charged a \$10.00 fee for having a unit door opened after normal business hours. After 11:00 p.m. the charge will be \$20.00.

Rule 17. Parking



A-3) All vehicles parked in guest parking must display a current parking permit on the dashboard visible through the windshield. Vehicles not displaying a CURRENT parking permit are subject to being towed at the owner's expense.

REMINDER

Residents are to use their key when entering the building. If you have forgotten your key you must sign the log at the front desk.



Management Office will be closed Monday, Feb. 20, Presidents' Day.



MAIL CHUTE

The mail chute on unit floors should only be used for standard letter and legal size envelopes. All other size envelopes need to be deposited in the box near the mail area, thus avoiding clogging the mail chute.





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