



The

# House Special

VOLUME IX

APRIL 1989

No. 4

## NOTES FROM THE BOARD

Dave Harvey, Vice President

The March meeting of the Board of Directors was held on March 16 in the East Card Room. There were about five visitors present.

The meeting began by the President, Larry Ingels, giving his monthly report. He thanked our outgoing Board members, Arlene Burbank and Ralph Huppert, for their work while serving on the board for the period of three and four years respectively. That concluded the President's Report.

Ed Bisgyer gave the Treasurer's Report where he indicated an error in the Financial Report. He also indicated being worried about the increasing number of delinquent owners. One owner in particular is very much in arrears. One alternative is to buy the unit at foreclosure and then immediately sell it. The Board agreed to pursue this alternative further and buy the unit if this was the best recourse. The last item in Ed's report was a proposal discontinuing use of Riggs Bank as trustee for insurance purposes. Based on a recommendation from our attorneys, the Board voted unanimously to change the trustee from Riggs to the Board itself. The Treasurer's report was approved by the Board unanimously.

The next item on the agenda was the Management Report. First was a discussion on the proposed balcony/spandrel repairs. The proposed specifications were discussed. This document was prepared by Smith Company after meetings with the Board representative, Bob Lowry. Bob Lowry gave details on the changes made since the last revision of the specifications. The Board approved the use of the specifications in going out for a request for bids. It was also agreed that an agreement would be written up that will address the working relationship between Skyline House and Smith Co. during the performance of the resulting contract. Details of the whole balcony issue will be presented at the annual meeting on March 28th.

Next item on the Management report was the proposed contract for whitecoating the swimming pool. The question was brought up about why we are whitecoating the pool again after only four years, while the average time between coats is 7-10 years. Management indicated that it could be because it was not applied properly last time or maintenance on the pool is defective. The previous whitecoating was done by a firm that's now out of business.

(continued next page)

NOTES FROM THE BOARD (continued)



Management agreed to have the Smith Mechanical Dept. look at the Pool Maintenance contract to determine if any changes need to be made to that contract to assure that the white coating lasts for the average period of time. The Board approved the award of the whitecoating contract to the low bidder, Tri State Aquatics.

There was next a discussion on the proposed East Sundeck Roof repair. The Board approved the specifications for the repair.

The Board approved the purchase and installation of a new exit garage door made of fiberglass. This will replace the present steel door and reduce maintenance on the door greatly.



The Board approved the proposed award of a contract for electrical

switchgear preventive maintenance to the Haisleip Corporation of Landover, Maryland. Based on safety considerations, a representative from PPOC, as proposed by the committee, will not accompany the contractor.

Management reported on the status of the fallen wall adjacent to the overhead walkway on South George Mason Drive. The incident has been reported to our insurance company.

This was covered by insurance and bids will go out to repair the wall. That concluded the report from Management.

The last item discussed by the Board was the increasing incidents of speeding in the garage. The subject was again brought up about increasing the number of speed limit signs. The matter was referred to the Covenants Committee.

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## THE HOUSE SPECIAL

Editor: Tony DiSalvo



Asst. Editor: Nancy DiSalvo

Advertising: Tony DiSalvo, 502-E  
824-1958

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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.

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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.

## 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.

### 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

### GIANT FOOD SHUTTLE BUS



For your convenience, GIANT FOOD is continuing 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.

# WEST END DINNER THEATRE

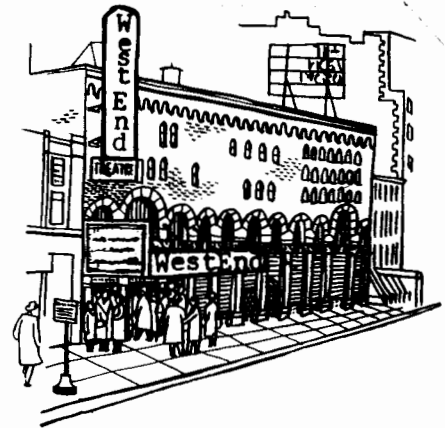
The Skyline House Recreation Committee is sponsoring an outing to West End Dinner Theatre in Alexandria to see the outstanding show, "Mame."

DATE: Sunday, April 23, 1989

DINNER: Noon to 1:00 p.m.

SHOW TIME: 2:00 P.M.

COST: \$21.00 per person. This includes dinner and show. This is a group rate and we must have at least 20 reservations. In the event that 20 persons have not made reservations, we may cancel the event and return the checks.



DEADLINE: April 12, 1989

The West End Dinner theatre is located at the Foxchase Shopping Plaza, 4615 Duke Street, Alexandria.

We would like to meet in the Skyline House Lobby at 11:30 a.m. and leave in a group. This is, of course, optional. If not, see you at the theatre. If transportation is needed, contact Tony and some arrangement will be made. We will be seated in a group at the Dinner Theatre.

SPONSORED BY THE SKYLINE HOUSE RECREATION COMMITTEE

WEST END DINNER THEATRE

Make non-refundable checks payable to: Skyline House Recreation Committee.

Name(s) \_\_\_\_\_

Guest(s) \_\_\_\_\_

Unit # \_\_\_\_\_ Phone # \_\_\_\_\_ No. in party \_\_\_\_\_

My check is enclosed for \$ \_\_\_\_\_ (\$21.00 per person)

Place reservation slip and check at front desk for Tony DiSalvo, 502E. Any questions call 824-1958.

# Committee Reports

## RECREATION COMMITTEE

Carroll Thompson, Chairman

Those who attended the Italian Night Dinner on March 16 were anticipating a gourmet meal and were certainly not disappointed. From an authentic Italian antipasto to the dessert, a fabulous cake bought in Baltimore, everything was delicious. Tony and Nancy DiSalvo did it again...we thank you.

Thanks to Lisa Ruiz, Carroll Thompson and Milton and Bernice Kaminsky for their assistance from Nancy and Tony.

Thanks to the Giants who provided the bread that evening.

West End Dinner Theatre..."Mame" is the show. Our visit is scheduled for Sunday, April 23. Dinner starting at noon and showtime at 2:00 p.m. The cost is \$21.00 per person. Plan now and reserve Sunday, April 23 for a great show. Flyers are available at the front desk. Any questions contact Tony DiSalvo, 824-1958.



"On the Boardwalk in Atlantic City" ...Atlantic City here we come! You will have an opportunity to join us on May 18 for a trip to the casinos and the boardwalk. Flyers will be available at the front desk. Mimi Frank, 1111W is again coordinating this event.

Remember TGIF Friday, April 7 West Party Room. Join us and have some fun. Also the Recreation Committee meets at 7:30 p.m., East Card Room on April 12.

## COMMUNITY RELATIONS COMMITTEE

### MARRIOTT PLANS TWO HOTELS AT BAILEY'S CROSSROADS



The Marriott Corporation has purchased the large tract of land at the northwest corner of Route 7 and Columbia Pike. Marriott has announced its plans to seek County approval to construct two hotel facilities, a Marriott "Courtyard" and a "Residence Inn." The Courtyard would be a relatively inexpensive overnight facility with an indoor pool and a small restaurant and lounge. The Residence Inn would be intended for longer term occupancy and is a suite-type hotel with an outdoor pool. If the necessary rezoning and plan amendments are approved quickly, the facilities could be open for business by 1992. Other firms currently are planning to construct three additional hotels with a one-mile radius of Skyline Center. Reprint Skylines March 89

**SPRING HAS ARRIVED**

### BAILEY'S CROSSROADS DAY

Fairfax County has announced plans to sponsor the first-ever Bailey's Crossroads festival on Saturday, May 13 at Mason District Park. Booths will be sponsored by local government and community organizations. Additional information will be provided as it becomes available.

Reprint Skylines, March 89



# Committee Reports

PHYSICAL PLANT & OPERATIONS  
COMMITTEE  
Gordon Frank



Among the 14 present at the March meeting were three candidates for the Board. Two have been active committee members, one face was new to us. We thank them all for their interest and wish them all good luck in the election. For any who might not be elected we hope they will continue to be active members of the PPOC.

Because the information from the Management Office on the changes proposed to the Maintenance Log were not received until shortly before the meeting, the discussion was postponed until the April meeting in order to provide PPOC members time to review the proposal. The operation of the log will continue. Residents are encouraged to use the log to inform the Assistant Manager of any needed common area maintenance or repair. Legibly enter into the log the problem and location. The log is available at the front desk at all times.

The Chair thanked Bill McLellan and other members of the PPOC for their effort in accompanying the elevator inspectors. Bill's report stated painting was needed and the Chief Engineer subsequently indicated the needed maintenance was promptly completed. It seems to be excellent work on the part of all hands.

After reviewing the East Building roof repair specification, the PPOC had nothing further to add. However, it was noted that the C. E. Smith Company may have available a videotape showing proper roof construction which it uses to educate its employees. The Property Manager will be requested to make a



copy of the tape available at some convenient time for those committee members and others who may be interested. One suggestion was that it be made available during the annual meeting.

Due to comprehensive action by the Board at its February meeting, the PPOC discussion on the repairs to the balconies and spandrels was deleted from the agenda. The Board action is largely consistent with the previous recommendations of the PPOC and we will continue to work with the Board as the planning continues and the work itself begins.

The PPOC had nothing to add to the electrical switchgear maintenance contract specification, as provided. However, one PPOC member did request to be allowed to accompany the contractor to observe the work. The request will be passed to the Property Manager.

The final agenda item was a moment of appreciation for Dave Harvey, the PPOC Board Liaison member. Dave has been a dedicated and vigorous participant in all PPOC activities. He was given a hearty round of applause as a sign of our appreciation for his efforts this past year. The PPOC would be delighted to continue with Dave as our Liaison Member to the Board for the coming year. But, of course, that decision will be up to the new Board when it is constituted. Regardless of the outcome, thanks very much Dave for your support.

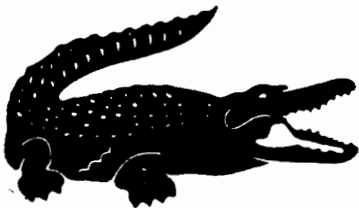
For new business, the PPOC reviewed the contract proposal for white coating the swimming pool. Although

(continued next page)

## PHYSICAL PLANT (continued)

the proposed specification appeared to be adequate, the timing of the work was questioned. The PPOC, therefore, will recommend to the Board that it question the Property Manager concerning the maintenance interval. We are whitecoating the pool every four years. Some have stated that other associations are performing this maintenance action every seven to ten years with satisfactory results. If true, this work (an expense) should be postponed for another three to five years. Additionally, the PPOC agreed to recommend to the Board that it remind the Property Manager to alert the contractors to the extra care needed during the repairs to the East Building roof and the West Building spandrels and balconies to assure that there is no damage to the pool, the grounds, or private vehicles and that resident discomfort from noise, dust, trash accumulation and additional traffic is reduced to an absolute minimum.

Finally, the PPOC agreed to the Association President's request that the PPOC deliver a report of its 1988-1989 activities at the annual meeting and staff a table containing exhibits to explain what we do. By setting up a table at the annual meeting, the President and the PPOC hope to encourage others to join the 15 or 20 of our 30 PPOC members who come to each meeting. The committee meets at 8:00 p.m. on the first Thursday after the first Wednesday of each month. In April we are scheduled to meet in the West Card Room. Please join us and let us hear your views.



## FROM MANAGMENT (continued)

### LOCK CAR DOORS

It is very important that residents who park their cars in the garage lock their doors and close windows.

Guard reports received by the management office indicate that residents have become lax in terms of security of their automobiles.

The reports include unlocked doors, doors not closed, open windows and even trunk lids left opened. **LOCK TROUBLE OUT!!**



### PARKING NOTE

Remind your guests that they must obtain a parking permit at the desk and place it on their dashboard in order to avoid being towed. Residents may not obtain parking permits for their guests or themselves.

### RECREATION COMMITTEE COMING EVENTS

- Apr 7 TGIF, West Party Room
- Apr 12 Recreation Com. Meeting  
East Card Room
- Apr 23 West End Dinner Theatre  
Show - "Mame"
- May 6 TGI SAT Skyline Annual  
Birthday Party  
East Party Room
- May 18 Atlantic City, Resorts  
International Casino bus  
trip



# Committee Reports

SECURITY AND SAFETY COMMITTEE  
Rob Sherrer



The Security and Safety Committee met on March 14; seven residents attended. Items discussed and other security related matters include the following:

Recent incidents occurring at Skyline House: 1) On February 27, a grass fire occurred behind the east side of the parking garage on the hill leading down from the college. Management called the Fire Department which responded quickly and put out the fire. A second fire occurred on Mar. 16 at approximately the same location, but behind the middle stairwell of the parking structure. At 7:00 p.m. on this same date, about the same time as the aforementioned fire, a fire was discovered in the blue trash barrel on the "D" level of the East garage near the elevator. 2) On February 25, a hole was discovered to have been kicked in the wall on the 17th floor of the West Building two yards from the mail chute. 3) Two headlights were smashed in while a car was parked in the East garage.

Two residents stated at the Meet the Candidates Night that visitors and a food delivery man had arrived at their unit doors unannounced. The front desk policy that front desk personnel announce visitors and deliveries was reemphasized to employees by management. Since the front desk frequently gets very busy, for their part residents should be patient with those behind the desk who are calling units to advise of and gain clearance for those waiting at the desk.

As a security measure, residents are again reminded to use their keys to gain entry at the main lobby door. This security measure was adopted by

the Board some time ago, and residents' cooperation in making it work is essential.

Residents are reminded that as an extra security precaution they may wish to install additional locks on their balcony door. This may be especially true once work on restoring the balconies begins.

Mr. Don Thompson, the Fire Security Safety Engineer for Charles E. Smith Company, inspected Skyline House buildings on March 22, 23. His report with recommendations is forthcoming.

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## CORRECTION

Reference is made to the March issue of "The House Special", page 11, last sentence in paragraph 2, regarding the lawsuit against the Association by one of the tenants.

"To clarify the status of the noise lawsuit against the Association by one of Skyline House's residents, the second demurrer to the suit was actually defended by the Association's attorney to the Fairfax Circuit Court on January 20, 1989. Due to a number of other cases being heard however, there was insufficient time to hear other presentations and the Court asked the attorneys representing all parties to the demurrer, if they wished to return in the afternoon or reschedule the hearing for another date. Inasmuch as there were other cases in the afternoon, the attorneys mutually agreed to reschedule the demurrer hearing. The earliest date available on the Court's calendar was August 7, 1989." LEONARD B. POULIOT





# APRIL

## 1989



SUN

MON

TUE

WED

THU

FRI

SAT



1



April Fool's Day

2 Remeber to  
spring ahead.



(Daylight Savings  
Time begins on Sunday)

3



4



5

6  
PHYSICAL PLAN  
WCR, 8:00 P.M.

7

T.G.I.F.  
WPR, 6:30 PM



8

9



10

11  
FINANCIAL MGMT  
ECR, 7:30 PM

SECURITY COM.  
WCR, 7:30 PM

12

RECREATION COM.  
WCR, 7:30 PM

13

14

15



16

17



IRS

18

BOARD OF  
DIRECTORS  
WCR, 7:30 PM

19

20

COVENANTS COM.  
WCR, 7:30 PM

21

22

23

WEST END  
DINNER THEATRE  
"MAME"

24

25

26

SECRETARIES  
DAY



27

BAR

28

29



30



CIRCUS IN TOWN



ALL SKYLINE HOUSE RESIDENTS

PLEASE KEEP OPEN THE EVENING  
OF MONDAY, MAY 8. THE BOARD  
OF DIRECTORS IS PLANNING A  
RESIDENT GET-TOGETHER THAT  
EVENING IN THE WEST PARTY  
ROOM. OUR COMMITTEE  
VOLUNTEER MEMBERS WILL BE  
HONORED AND IT WILL BE A  
GOOD TIME TO MEET SOCIALLY  
WITH YOUR NEIGHBORS.  
REFRESHMENTS WILL BE  
AVAILABLE AT NO COST TO THE  
ATTENDEES. FURTHER DETAILS  
WILL BE ANNOUNCED LATER.

PLEASE COME AND JOIN US FOR  
A PLEASANT SOCIAL EVENING -  
--- MONDAY, MAY 8, 1989.

*Larry T. Ingels*

LARRY T. INGELS  
President, Board of Directors

# Committee Reports

## COVENANTS COMMITTEE

Howie McClennan, Chairman

The meeting was held on February 15 in the West Card Room with 14 members present.

Rules and Regulations Violations. Four cars were towed between December 15 and January 15.

Election Committee. The Chairman sent out letters to all members of the 1988 Elections Committee, which was run by Bill Miller. A good response was received from those to whom letters were sent. Charles Roberts (914E) will serve as Election Chairman. In early March a meeting will be held to dry-run duties of election night. Thus far, only one application has been filed for candidate for the Board of Directors. The only thing lacking is candidates. Gordon Frank supplied a list of people to the Chairman to contact all names, as all are aware of the list supplied.

The Party/Card Room Rules. A copy of the recommendations from E. Grant was sent to all committee chairmen, per her recommendation. The memo includes seven recommendations discussed as follows:

1) That Management be required to keep a file on Party/Card Room use to include frequency of use; number of guests on each occasion; incidence of security/guest control problems; incidence of necessity for damage-charges; incidence of necessity for cleaning charges over and above the minimum deposit.

The motion to approve the above was adopted unanimously.

2) That the refundable damage deposit be on a sliding scale, dependent on the number of



prospective guests: e.g., under 50, \$50; from 50 to under 75, \$100; from 75 to 100, \$150.

Based on data gathered by Management, at a later date a decision can be made as to sliding scale or not. Since the person signing the contract is responsible for damages, why be concerned? The Committee had a long discussion on the pros and cons of the sliding scale.

The motion to approve the recommendation was defeated. The Committee agreed to leave the regulation as it is.

3) That the present non-refundable \$50 fee be eliminated.

The motion to approve the above was adopted unanimously.

4) That number of guests requiring the presence of a guard to be raised from 25 back to 50.

The motion to approve the recommendation was defeated. The Committee recommends leaving the rule as it is for six months or so and to check with Management to learn if the number should be changed.

5) That the minimum \$35 cleaning fee be reduced to \$25. Since the clean-up is done by our own staff, the charge should only be enough to cover possible overtime weekends.

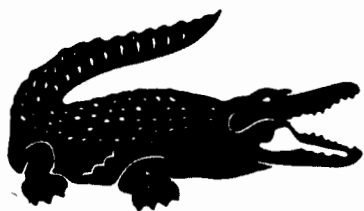
The motion to approve the recommendation was defeated. The Committee favors leaving the fee at its present level of \$35.

(continued on page 16)

## PHYSICAL PLANT (continued)

the proposed specification appeared to be adequate, the timing of the work was questioned. The PPOC, therefore, will recommend to the Board that it question the Property Manager concerning the maintenance interval. We are whitecoating the pool every four years. Some have stated that other associations are performing this maintenance action every seven to ten years with satisfactory results. If true, this work (an expense) should be postponed for another three to five years. Additionally, the PPOC agreed to recommend to the Board that it remind the Property Manager to alert the contractors to the extra care needed during the repairs to the East Building roof and the West Building spandrels and balconies to assure that there is no damage to the pool, the grounds, or private vehicles and that resident discomfort from noise, dust, trash accumulation and additional traffic is reduced to an absolute minimum.

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- |        |   |
|--------|---|
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| May 18 | Atlantic City, Resorts<br>International Casino bus<br>trip  |



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## 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 KNUCKLEBONES sit back and knock everything.

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.

## COVENANTS COMMITTEE (continued)

6) The key for the Party/Card Room be kept in the Management Office ...NOT at the Front Desk; that it be given out at the time of the pre-party inventory and returned to Management at the time of the post-party inventory and BEFORE clean-up by the staff.

The Committee discussed the recommendation at length, asking how often the deposit check failed to be returned. It was remarked that someone should be responsible to check out the party room between parties on weekends. If there is only one party on a given weekend, then on Monday morning the room check can be made for damage. Elizabeth Grant believes a check must be made after every party. If the party room furniture is out in the hall, the two Association guards should notice that. Someone should check the room to ensure that it is in good condition before the key is passed. Whoever gives out the key is the person who should check the room before the key is given out. There is need to have someone responsible.

The Chairman will discuss the matter with Resident Manager to see if she has some ideas on how to handle this problem. The Committee agreed to table discussion on this section.

7) That the uses of the Card Room be redefined and the fee structure and guest limit be decided as the Committee recommends.

The Committee agreed to table discussion on this section.

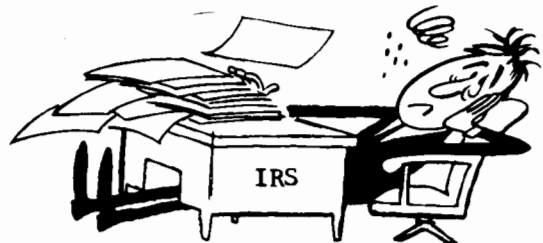
Towing Complaint. Twelve cars had expired or no parking permits. Ten residents took care of the problem but two did not come downstairs to do so. Those cars were towed. Managment uses Double B because they

respond; there is no contract with them; they charge variable fees. A complainant also wanted to be called on the real phone, not the secretarial one. The Manager wrote a letter to the owner who had addressed the Committee in January. The Chairman read this letter and made both Management and owner's letters available to all members present.

The Committee discussed the release of commercial telephone numbers at the front desk. One member felt that commercial numbers should be available there. Some members have loud secretarial rings; some have more quiet rings. Someone suggested that AT&T make the ringers louder, dependent on whether or not the occupant owns his/her telephone instrument. It was suggested that Management be asked what could be done.

Newspaper recycling. At one time the health inspector said that papers cannot be left on the disposal room floor. Problems will be created as far as the Fire Department is concerned. There was no time to discuss this matter but it will be a topic for the next meeting. Meanwhile the Chairman will see if Management has a plan and then the Covenants Committee can propose a rule to enforce that plan.

There will be no March meeting of the Covenants Committee. Plan to join us in April.

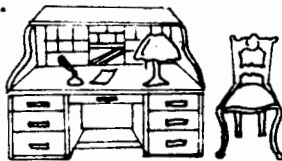


# From Management

## WASHING MACHINE HOSES



Washing machine hoses need to be checked to make sure there are no bubbles and are in good condition. CHECK YOURS TODAY. E. J. Whelan Company will replace hoses in eight units per day at the rate of \$50.00 per unit. If you would like this service, please contact the management office to set up a date! The Board requires the \$50.00 prior to the service. For more information contact Melvina in the management office.



## DRYER DUCT CLEANING

The dryer duct is the unit owner's responsibility. The Board and Management have made arrangements with Rite Way Furnace Company to provide the service to clean out ducts at the cost of \$35 per unit. They need to schedule eight units at a time to offer this special price. If interested call Melvina at the management office for more information.



## KITCHEN EXHAUST FANS

Please turn on your kitchen exhaust fan when you begin to cook. This will help keep cooking odors from entering the hallways and other units as well as preventing odors from lingering in your own unit.

Directions for using the exhaust fan are located above your top oven and is called Rich-n-vent. Pull chrome handle toward you and up. Fan will come on automatically. This is a two-speed fan and can be controlled



by pushing in on the silver button on the right side. The fan will go on and off automatically when the front cover is opened and closed. The filter should be cleaned periodically. Remove by pulling plastic tab up, wash in soapy water and replace.

Remember, what may be your favorite dish and have a pleasant odor to you, may be very unappealing and distasteful to others.



## PREVENT CONDENSATE LINE BACKUP

Now that the cooling season is beginning, we request that all of you help to prevent condensate line backups in your mechanical rooms. You can do this by pouring a one-quart solution of 1/2 vinegar and 1/2 water into the bottom of your hot water heater pans each month during the cooling season. Residents in the East Building have a 1-1/2" open stack pipe in the mechanical room into which this solution can be poured. The solution will help to prevent algae from growing and clogging the condensate lines. When the line becomes clogged, the water will back up and cause damage to carpets, ceilings and walls. Please help prevent damage to other units by pouring the vinegar/water solution into the drain lines regularly. Your cooperation is appreciated.

Reminder: Check filter for heating and air conditioning unit; if dirty, replace it. Filters are available in the management office for \$1.00 each.