



The

House Special

VOLUME XIII

AUGUST 1993

NO. 8

THE PRESIDENT'S REPORT

David Tilson, President

○ Highlights of the regular Board meeting on June 28 were the reports of the Ad Hoc Cable TV Committee and of the two Ad Hoc Decorating Committees.

CABLE TV

○ The Ad Hoc Cable TV Committee, chaired by Board member Michael Moore, was appointed at the May Board meeting to study the issues raised by the notice to the Board from Washington Cable that it intended to withdraw its service from Skyline House unless we were willing to contract to provide the service to all units in the condominium. The Committee assembled a great deal of information and prepared a careful and thorough report that discusses the background and changing circumstances and concluded that the Board can take three possible actions: (1) do nothing, which would result in Washington Cable terminating its service to Skyline House; this would leave all residents with TV service from our master antenna system, and the opportunity to subscribe to Media General cable service; (2) contract with Washington Cable to provide 23 channels of the most popular cable stations that would be distributed to all units through our master TV antenna wiring system; the cost would average about \$6 per unit per month and would be included in the condo fee; this option would enable all residents to have access to a total of 32 channels, with no additional charges for more than

one set in each apartment; (3) install our own satellite dish antenna and the ancillary equipment needed to enable us to supply about 9 channels of cable TV through our house antenna wiring system in addition to the 9 channels now being supplied through our house Master antenna system. This would require formal concurrence by a majority of unit owners because we would have to spend over \$30,000 to install the hardware. Our bylaws require formal written concurrence by unit owners for any improvement in the common elements that costs more than \$10,000.

○ The Committee recommended that the Board survey unit owners for their preferences among these three options. Almost all members of the Committee preferred option 2.

○ The Board voted to send a letter to all unit owners requesting their views on these choices. Although the Board has the authority to select either option 1 or option 2 without consulting with unit owners, it prefers to make its decision only after receiving the views of unit owners. All unit owners will be given a copy of the Committee's report as well as a survey response form which must be returned by September 20, 1993. **A Town meeting of all unit owners will be held on September 13, at 7:30 pm in the West Party Room to discuss this matter.** The Board expects to make its decision at the September 22 Board meeting. Thus, it is important that all unit owners who have an interest in this issue advise the Board of their views by responding to the survey not later than September 20.

○ If option 2 is selected.

(Continued on page 3)



The

House Special

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LETTERS TO THE EDITOR: *The House Special* welcomes brief comments from its readers. Please limit your letters to 250 words and include your name and Unit Number. The Association Board reserves the right to refuse incorrect or improper statements.

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LETTERS TO THE EDITOR

Steve Charnovitz's letter to the editor in the July issue has a lot of merit and should be given a lot of consideration by both the Board of Directors and the committee that is charged with handling the renovations.

The party rooms do not need redecorating; they look fine and in a very good condition. I believe that under the prevailing economic conditions the country is going through with no relief in sight, every economic step should be taken to insure that ONLY ESSENTIAL SERVICES - to be decided upon at a board meeting - should be undertaken for the time being.

George Halby
Unit 806W

(The following is a letter to David Tilson. The writer that it be reprinted in the House Special.)

Dear Mr. Tilson:

I agree wholeheartedly with your views on the "esthetic fix" to the balconies, as expressed in your letter to the House Special of July. It is not an improvement the condominium should pay for.

I am, however, surprised that you do not see the connection between that and the proposal that all unit owners should pay for Washington Cable service to all units, whether or not they already subscribe to Media General's service. We have all had the opportunity, provided by the Board, to choose between them, and it is obvious that not enough unit owners want Washington Cable to subscribe to it, according to their president. Why then should the rest of us who pay for service, provide it to those who don't want to pay for it?

Your report in the House Special for July refers to fewer than the 40% subscribing to Media General. How many subscribe to Washington Cable?

Another letter in the July issue, by a long term resident, complains about "frivolous spending". If 24,000 dollars a year to provide cable television to owners who do not want to subscribe of their own volition is not frivolous, I am sadly mistaken. If this proposition is not reconsidered, I believe you will hear from many more unit owners, the 40% who have to pay increased condo fees to keep the service they have chosen.

If the Unit Owners Association wants to assess the \$2000./month to the condo fees of the owners who want Washington Cable I have no objection.

Ray Schanamann
Unit 1505W

(Continued from page 1) subscribers to Media General will have a choice: they can continue their subscription if they wish to have access to the many more channels available through Media General, or they can cancel Media General and rely upon the newly-expanded 32-channel house system, which will be far less costly, and for which they will be paying a modest fee whether they use it or not.

REDECORATING

○ Two Ad Hoc Decorating Committees reported that they are approaching the conclusion of their work and expect to have recommendations for the Board soon.

○ One of the Committees, chaired by Carroll Thompson, is charged with redecorating the hallways and party rooms in the penthouse of both buildings. This committee has completed the work of selecting fabrics, colors, and making other aesthetic decisions with the help of a professional interior designer. It is awaiting completion of cost estimates before making its recommendations to the Board and publicly displaying its proposed plans to the unit owners.

○ The other Committee, chaired by Mimi Frank, is charged with redecorating the residential corridors and contiguous spaces that have not already been redone. They are still working with a professional interior designer on choice of carpeting, paint colors, etc. They hope to complete their work, including cost estimates, in the near future.

○ All redecorating work will be keyed to the availability of the reserve funds that have been -- and continue to -- accrue for this purpose. If the total costs for the work recommended by the two committees do not exceed the amount available in the appropriate reserve accounts, the work will be done as expeditiously as possible. If, however, the total costs exceed the amount available, the work will be scheduled to enable us to pay for it when we have accumulated sufficient reserve funds. No special assessments will be considered.

BOARD RETREAT

○ On Thursday and Friday, July 29 and 30, the Board and the General Manager spent two days and one evening in intensive discussions at Airlie House, a conference center near Warrenton. The purpose was to discuss in depth a number of issues that are of critical importance to the long-term well-being of Skyline House. The discussions were focussed on three broad areas in which the Board felt that improvements were needed: (1) Governance, (2) Communications, and (3) Management. With time out only for meals, we worked continuously from 10:00 am on Thursday until after 10:00 pm that night, and from 9:00 am until 4:00 pm on Friday.

○ All Board members feel that the results exceeded our expectations. We will be sharing the findings and conclusions with unit owners in Town meetings and in articles in forthcoming newsletters. The crucial issue of strengthening our capacity for effective governance of the Skyline House community will be included as a second topic -- in addition to cable TV -- in the Town Meeting on September 13.

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SECURITY, FIRE & SAFETY COMMITTEE

Chair, Vacant

○ The Security, Fire and Safety Committee did not meet during July nor will it meet in August; our next scheduled meeting will be the second Thursday in September (the 9th) at 7:30 pm. All residents are invited to attend any of our meetings.

○ While you are enjoying your "summer break" we ask that you exercise caution while driving in the garage. Please, 1) do not tailgate to enter the facility, 2) use your headlights when driving in the garage, and 3) observe your speed, not exceeding the posted 5 mph. The life you save and/or the accident you prevent by observing these common courtesies might possibly be your own or that of a loved one.

○ Please drive everywhere with caution and enjoy a safe summer.

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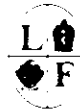
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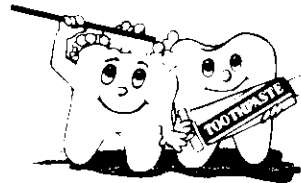
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FINANCIAL MANAGEMENT COMMITTEE

— Bill Miller, Chair

o Prior to the commencement of the Financial Management Committee meeting on July 15, 1993 in the West Card Room, Barbara Michelman discussed the proposed new Mall construction at Baileys Crossroads with members and others present. Most members had already expressed their approval or disapproval. Those who had not were given the opportunity to do so at that time.

o The Association's financial condition remains in very good shape as indicated by the results of the committee's review of the financial statements. Management, with Board approval, continues to realize savings for the Association by making use of in-house assets and avoiding large costly contracts that seem designed to fleece organizations like ours whenever possible.

o The Association continues to be subjected to increased costs for services by Fairfax County. Two of the latest, as an example, are the increase in water costs and meter services which should be about 8% and a \$76.00 per hour charge for a review of our fire evacuation plan. Management, at the time of our meeting, had not received official notice of the water rate increase or the cost involved. The County does not say how long it anticipates a review of the evacuation plan would take but evidently it is at their discretion.

o The next meeting of the Financial Management Committee in September will be primarily devoted to the review and preparation of the proposed 1994 calendar year budget. An additional work session will be scheduled later with a proposed target of committee approval at that time. Submission of the recommended budget in final form to the Board is scheduled for not later than the first ten days in November.

◆ Are you searching for a dental practice that is truly concerned with your dental needs?

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MARTIN H. STALEY, D.M.D.

Comprehensive Dentistry
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Periodontics
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RECREATION COMMITTEE

Tony DiSalvo & Dave Harvey, Co-Chairs

○ The Recreation Committee met at 7:30 pm in the West Card Room on July 14. There were three residents and the Board liaison present. Co-chair Harvey was excused.

○ We have been asked to hold a TGIF at the pool promenade and it was agreed that the August TGIF, August 6 will be held there. The General Manager has agreed to provide the necessary tables, umbrellas, etc. Same time, 6:30 pm - dress casually.

○ Other activities planned includes another trip to Atlantic City in October, probably the 14th or 21st. More details later.

○ A dinner is planned for the evening of Wednesday, August 18, in the East Party Room, hosted by Tony DiSalvo and assisted by his wife, Nancy. For logistical reasons (in the kitchen and the type of dinner planned), seating will be limited and then only to Skyline House residents. The cost will be \$11.00 per person. See the flyer elsewhere in *the House Special*. Please make your reservations early.

○ We have asked residents, in prior issues of *the House Special*, to offer suggestions by leaving a message for either of the co-chairs at the front desk. We continue to hope to hear from you but no responses have so far been received.

○ And a reminder to those who have not attended one of these monthly activities; make the next TGIF your first and meet your neighbors. YOU are more than welcome and to make it easier for you, you are requested not to bring a plate of *hors d'oeuvres*, just bring your own liquid refreshments.

○ Voice of America Tours. Margaret Jaffe, a Skyline House resident and an employee of the Voice of America, who has joined us a number of times at the monthly TGIF offers the following from the VOA:

The Voice of America conducts public tours Monday through Friday, except holidays, at 8:40, 9:40, and 10:40 am; 1:40 and 2:40 pm. Tours last approximately 45 minutes. VOA is located at 330 Independence Ave., SW, Washington DC. Tours meet at the C St. entrance between 3rd & 4th Sts. SW. Reservations are preferred. Call VOA's Office of Public Affairs at (202) 619-3919.

○ Please join us at the next Recreation Committee meeting on August 11, at 7:30 pm in the East Card Room.

○ The next TGIF is scheduled for Friday, August 6, at 6:30 pm on the pool promenade. Rain location, West Party Room.

FUTURE ACTIVITIES

TGIF	Fri, Sep 3	EPR 6:30 pm
Rec Com	Wed, Sep 8	WCR 7:30 pm
TGIF	Fri, Oct 1	WPR 6:30 pm

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THE GOOD NEIGHBOR GROUP



Co-Chairs: Irene Wolgamot 998-1715
Geraldine Naveau, 931-4643

- o The volunteer Good Neighbors for August are:

SKYLINE HOUSE GOOD NEIGHBORS

August 1993

Priscilla Preston	578-3097
Lou Burkot	845-7724

- o Members of the Organizing Committee and Volunteers for *Good Neighbors* were joined by members of the Skyline Unit Owners' Association Board of Directors and Management as well as the Editor of the *House Special* on July 12 in the West Party Room. The meeting focus was on evaluation and recommendations for the *Good Neighbors* program. Reverend Joan Gelbein, a good neighbor from Skyline Square, spoke to the group on "how to help a neighbor".

o The *Good Neighbors* program began in January 1993 and has been in continuous operation since. A total of 21 resident Volunteers have served as "Good Neighbors of the Month". Their names and telephone numbers are publicized in the mail lobbies and in the *House Special*. Also, the information is available at the front desk. So far, there have not been many requests for help. The home-bound residents who have received services have been very appreciative of errands for groceries, medicines, dry cleaning and newspapers, as well as transportation to their doctors.


- o In a lively discussion at the meeting, members of the group agreed that it is important to keep this program in place so that services are

available to residents, if needed.

o We are happy if people are well and have no emergencies. We hope that residents know about the program. What can we do if residents need help and are reluctant to ask for it? Let us know if you have any ideas to contribute.

o Our speaker reminded us of the importance of "listening" to people and the values of getting to know each other through social get-togethers. In addition, she pointed out that it usually takes time to establish a new program.

o We need more residents to join our group of excellent Volunteers. With few requests coming to us for help, service as a "Good Neighbor of the Month" is an easy commitment to fulfill. We hope that some of you will call Geraldine or Irene to say that you want to sign up as a Skyline House Good Neighbor Volunteer.




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MANAGEMENT REPORT

Don Fenton, General Manager

o Visitor Control Procedures

Following is an excerpt from the front desk manual which your desk personnel are obligated to observe. While these procedures may seem to be pedantic they have been arrived at after much thought by both management and committee personnel. At times they may appear to actually retard the processing of visitors but they are in place for your protection. Security is becoming more and more important. For example, last Friday around 6 pm a fire was set in the area between the NOVA garage and Skyline's garage. We, and the police, have good reason to believe that the fire was set by the same 4 teenagers who snatched a religious donation box, reportedly containing more than \$400, from a store on our end of Build America and then ran down behind our garage. Without constant vigilance these "gentlemen" might have gained entrance to Skyline House. For reasons like this we are always alert to people entering our condominium. These rules are meant to be followed by the Association employees as closely as possible. The exact wordage shown doesn't need to be used but the information must be given. For example you should be advised of your visitors name and you must give permission before they pass the front desk.

4.1 Visitor Control.

4.1.1 Set Up and Requirements. The desk clerk monitors people's entry through the front door. The Management Office has instructed residents to use their key to unlock and enter the front door. A person without a key is considered a visitor to the complex. There is an intercom on the right hand side of the entrance. You may require visitors to use the intercom and announce their purpose before entry. There are two door lock release buttons immediately below the Front Desk counter. Pressing either of them releases the lock and allows admittance. If the person, after admittance, identifies himself or herself as a resident of Skyline House, Condominium Rule 5.C requires them to sign the Resident Without Key Log at the Front Desk before proceeding.

With other visitors, follow the following procedures:

4.1.2 Greeting. As soon as the visitor enters and approaches the Front Desk, greet the person with a pleasant: "GOOD DAY, MAY I HELP YOU?"

4.1.3 Announcement and Authorization for Entry.

(a) Resident's Name and Unit Known. If the visitor knows both the name and the unit number of the resident, immediately phone the resident and say: "GOOD EVENING (morning or afternoon as appropriate). THIS IS THE FRONT DESK. MR. (or MS.) ... IS HERE TO SEE YOU. SHALL I DIRECT HIM (or her) TO YOUR UNIT."

(i) If the resident says "yes", have the visitor complete the Visitor Log -- including the vehicle information portion if the visitor has parked in a guest parking space -- and direct the visitor to the resident's unit. Before directing the visitor to the unit, make sure that the visitor's entries in the Visitor Log are readable; if the handwriting is not legible, ask the visitor for the information and print the information for the person.

(ii) If the resident says "no", you must deny entry to the visitor. Tell the visitor: "I AM SORRY THAT I AM NOT AUTHORIZED TO ADMIT YOU." If the visitor persists, call the security guard or the on duty manager.

(iii) If the resident does not answer your phone call, check the unit message slot to see if the resident has left a signed Admit Slip authorizing the admission of the visitor to the unit. If there is an Admit Slip for the visitor, follow the procedure in Part 4.1.7 below, have the person complete the Visitor Log and direct the person to the unit.

(iv) If there is no admit slip for the visitor, tell the person: "THE RESIDENT DOES NOT ANSWER AND I AM NOT AUTHORIZED TO ADMIT YOU WITHOUT THE RESIDENT'S PERMISSION. YOU MAY WAIT IN THE LOBBY AND I WILL TRY TO PHONE THE UNIT AGAIN IN A COUPLE MINUTES OR YOU MAY WANT COME BACK AT ANOTHER TIME."

(b) Resident's Name Known.

(i) Name Listed on Master Roster. If the visitor knows the name, but not the unit number

of the resident, locate the name and unit number on the master roster. Then follow the admission procedure in Part 4.1.3(a) above.

(ii) No Such Name Listed on Master Roster. If you do not find the resident's name on the master roster, tell the visitor: "I AM SORRY BUT I CANNOT LOCATE YOUR PARTY ON MY ROSTER. I AM NOT AUTHORIZED TO ADMIT YOU."

(c) Unit Number Known. If the visitor knows the unit number, but not the name of the resident, call the unit, ask the resident if a visitor is expected and follow the procedures in Part 4.1.3(a).

4.1.4 General Policy. Make every reasonable attempt to reach the resident whom the visitor wishes to call on. These rules are not intended to deny access to legitimate visitors but they must be followed to insure that the visitors are legitimate. Again, never disclose information about residents to visitors.

4.1.5 No Disclosure of Personal Information. If you have unsuccessfully tried to phone a unit and the visitor asks if the resident is out or when the resident will return, say "I DO NOT KNOW. I HAVE NO INFORMATION." Do not reveal anything more.

4.1.6 Guest Lists. If a resident expects visitors on a particular day the resident may prepare and furnish a list with the resident's name, unit number, date and time of function, guests' names and estimated duration of the function. The Front Desk clerk will then have guests sign the Visitor Log (including vehicle information if appropriate), check off the names from the provided list and direct the guests to the unit without having to announce them. If a resident reserves the Party Room for a function, the Management Office will require the resident to provide the Management Office and the Front Desk with a guest list for this purpose.

4.1.7 Admit Slips. Residents often wish to authorize relatives, friends, cleaning and service personnel, to enter their units when no one is at home. The resident or owner must fill out and sign an Admit Slip. **The unit owner must sign out their own key whenever they either use it or rescind the admit slip.** Blank copies are kept at the Front Desk. Each Admit Slip has two copies. Place one copy in the Management Office box and place the second copy in the resident's unit message slot. When the visitor arrives, if the

resident has left a key with the Admit Slip, enter the unit number and resident's name in the Key Log, have the visitor produce a photo identification to be properly identified, have the visitor sign for the key, and instruct the visitor -- if a service personnel for example -- to return the key to the Front Desk and sign out after the work is completed in the unit. If the resident has not left a key with the Admit Slip, confirm that the visitor has a key, have the person complete the Visitor Log (including vehicle information if appropriate), and admit the person following the procedures in Part 4.1.2. After all such entries, record the matter in the Duty Log and route the Admit Slip to the Management Office.

4.1.8 Trespassers. Any person who enters the condominium buildings in violation of the above rules is a trespasser. Immediately contact the security guard on duty **and the duty manager** to report the trespasser. Security personnel will take appropriate action. If no security guard is on duty, contact the Management Office or the on-duty manager.

If you feel that proper procedure has not been followed in admittance of your guests please advise the duty manager as soon as possible.

While we are at it, **DON'T LET ANYONE IN THAT YOU DO NOT KNOW.**

SECURITY IS EVERYONE'S DUTY.

POSITION WANTED:
Certified nursing aide with 26 years experience in elderly and Alzheimer patients care is looking for 12 or more hours, day or night private duty. Reference available. Please call Mary at (703) 379-6762.

NEW EDITORIAL BOARD

Owners are needed for a new Ad Hoc Committee which will serve as an editorial board for the monthly newsletter. The charge to the board, which will work closely with the editor, Law Henderson, is to look for improvements in content, design, layout -- items which will increase readership and interest. Persons who are experienced in writing, newsletter production, design and layout of publications, and related activities are urgently needed. Help to improve our major means of communication with all residents. Call or write to Ed Bisgyer, Chair. Ad Hoc Committee, Unit 408W, 820-5944.

CHANGES AT BAILEYS CROSSROADS

- Many, many years ago, the intersection of Columbia Pike and Leesburg Pike was a very quiet crossroad in a quiet southern countryside. About 1837 it was "invaded" by a Yankee, no less, by the name of Hackaliah Bailey, an associate of Phineas T. Barnum, an entrepreneur, who it is claimed coined the phrase, "There's a sucker born every minute".
- Mr. Bailey needed a place to winter his menagerie (which included elephants) in an area centrally located to his summer tour. He selected this quiet crossroads area and developed it and established his family on the site. His descendants remained here into the 20th century.
- This was also the scene of extensive action during the Civil War. Munson Hill, just to the west of the crossroads was an observation point used by the Confederates as well as the Federal forces and the location of the "quaker guns" installed by the Confederates and later discovered by the Union forces as logs painted black resembling cannons. The crossroads was also the scene of a massive military review presented by General George B. McClellan and witnessed by Abraham Lincoln.
- With the passing of time and the advent of the automobile, Baileys Crossroads took on a new importance, an important commuter intersection and as traffic became more invasive and congested it became necessary to separate the Pikes, running Leesburg Pike over Columbia Pike. This of course destroyed the natural ambience and buildings which at one time were residences and businesses were eventually abandoned and removed, leaving an empty space begging redevelopment.
- In the meantime, traffic Leesburg Pike (Rte 7) became increasingly heavy almost reaching the point of gridlock. Several attempts to develop the area failed for one reason or another until the present.
- On Tuesday night, August 2, the Fairfax County Board of Supervisors met to consider a development plan presented to develop another shopping mall in the northeast quadrant of the intersection. The developers, backed by the availability of \$45,000,000 presented their plan which was contested by a group of area residents. These included Ed Bisgyer representing our own Board of Directors and Barbara Michelman, one of our own residents. They spoke opposing the impending gridlock on Leesburg Pike and the refusal of the developers to identify any of the stores coming into the development.
- The Board of Supervisors voted and although it looked for a time as if the area residents might prevail, the vote turned out 6 to 4 in favor of the development of the area. A lot of hard work went into the effort to turn away the developers and to the disappointment of many their labors were in vain.

FRENCH NIGHT



WEDNESDAY, August 18

Cocktails: 6:30 p.m. (BYOB)

Dinner: 7:00 p.m.

EAST PARTY ROOM

\$11.00 Per person
RESIDENTS ONLY. NO EXCEPTIONS.

Checks must be received no later
than Monday, August 16 OR SOONER.
Reservations will be limited to 24
persons.

MENU

Hors d'oeuvres
Salad
Roasted Pork Tenderloin
With Mushroom Sauce
Zucchini & Carrots
Bread
Dessert
Coffee

SPONSORED BY THE SKYLINE HOUSE RECREATION COMMITTEE

French Night, Wednesday, August 18

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

Name(s) _____

Unit # _____ Phone # _____ No. in party _____

My check is enclosed for \$_____ (\$11.00 per person)
Place reservation slip and check at front desk for Tony DiSalvo, 502E.
Any questions call 824-1958. No reserved tables.

MEMORANDUM

To: All Residents
From: Donald J. Perper
Subject: Window Washing
Date: July 27, 1993

This is to let all of you know that WINDOW WASHING for the East & West Buildings has been scheduled for the following dates:

EAST BUILDING - MONDAY AUGUST 9, 1993

WEST BUILDING - TUESDAY AUGUST 10, 1993

There are however several conditions that apply before your windows may be cleaned:

1. ALL OF THE WINDOW SCREENS (WITH THE EXCEPTION OF THE BALCONY WINDOW SCREEN) MUST BE REMOVED. THIS MUST BE COMPLETED NO LATER THAN FRIDAY AUGUST 6, 1993.
2. IF YOU WISH ASSISTANCE IN REMOVING YOUR SCREENS, YOU MAY SIGN UP ON THE REQUEST SHEET LOCATED AT THE FRONT DESK. REPLACEMENT SCREEN CLIPS MAY BE PURCHASED FOR \$7.00. SKYLINE HOUSE STAFF SHALL ETCH THE UNIT NUMBER ON YOUR SCREEN FOR IDENTIFICATION PURPOSES. WE RECOMMEND THAT THE SCREENS REMAIN IN THE UNIT.
3. WINDOWS WITH SCREENS REMAINING WILL NOT BE CLEANED!!!
4. BALCONY WINDOWS ARE NOT CLEANED BY THE ASSOCIATION AS PART OF THE REGULAR EXTERIOR WINDOW WASHING.

AS YOU HAVE PROBABLY NOTICED, THE WINDOWS NEED A GOOD CLEANING; WE VERY MUCH NEED EVERYONE'S 100% COOPERATION IN REMOVING THE SCREENS. PLEASE TAKE A MOMENT OF PRIDE IN YOUR BUILDING. THANK YOU IN ADVANCE!