



The

House Special

VOLUME XVII

JANUARY 1997

NO. 1

FROM THE PRESIDENT

Michael L. Moore

At the last special meeting of the 16th Board of Directors on December 23, 1996, I was appointed President of the Skyline House Unit Owners' Association to replace **Gordon Frank** who has moved to North Carolina to be close to his family. I am deeply honored that the other members of the Board selected me for this task. Gordon Frank is a hard act to follow. Gordon spent 17 years participating in the voluntary governance of our association including chairman of the Physical Plant and Operations Committee and on the Board. I will dedicate myself to living up to the expectations of the Board and of the unit owners of our association and to preserve the "luxury" concept of our home.

At the same special meeting, **Nilda Viqueira** was appointed to fill Gordon Frank's position until the election in March 1997, and **Ed Bisgyer** was appointed to fill **Dick Noonan's** portion of his unfinished term effective 1 January 1997. (See Management's Election Calendar of Events on reverse of the Skyline House Calendar.)

Dick Noonan has resigned since he is moving to fill a new position in South Carolina. We wish him well and thank him for his service on the Board.

When our association with Charles E. Smith terminated and our subsequent and ineffective affiliation with an outside accounting firm deteriorated we turned to in-house accounting under

the aegis of **Don Fenton** our first General Manager. He was soon joined by **Don Perper** as Deputy Manager. This program, including our computerized accounting system, has earned Skyline House the reputation of being the best and most attractive in the community.

The next election of Board members will be held on Tuesday, March 25, 1997. At that time the Board will have to replace four members. It is extremely important that more Skyline House unit owners get involved in the governance of our condominium; whether it be participation in one or more of our committees or by volunteering to serve on the Board of Directors. The value of our units and the maintenance of the "luxury" appearance of our condominium depends upon all of us. Your participation is mandatory if we are to achieve our goal. Nominations, which open on January 2 will close on Friday, February 14, 1997 (Valentines Day) for the election to replace the four departing Board members. Therefore, I urge all of our owners to consider running for election to the Board. Please submit your application as soon as possible; hopefully during the month of January.

Membership in one of our committees requires that you simply show up and participate. Consider what your forte is: maintenance of our buildings and property (Physical Plant and Operations Committee), rules and regulations (Covenants Committee), security and safety matters (Security/Fire and Safety Committee), condominium finances (Financial Management Committee), recreation (Recreation Committee), or perhaps local community matters (Community Relations



The House Special

Editor: Law Henderson

Advertising: Skyline House
Business Office
(703) 578-4855

Copy Due Date: 20th of the month
preceding issue date

Published: Monthly

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.

ADVERTISING: A rate card, showing the costs and sizes, is available from the Business Office. If there are services and/or tradespeople with whom you have dealt, let the Business Office, 578-4855, know so that we may pursue them as advertisers. The appearance of advertisements in *the House Special* does not constitute endorsement by the Association.

PUBLISHED BY: SKYLINE HOUSE UNIT OWNERS' ASSOCIATION, INC., 3711 South George Mason Drive, Falls Church, VA 22041-3713, (703) 578-4855.

PRINTED BY: Curry Printing and Copy Center
Alexandria, VA

BOARD OF DIRECTORS

President
Vice President
Treasurer
Secretary
Director
Director
Director

Michael L. Moore
Dolores Littles
George Beams
Helen Henderson
Edward Bisgyer
Barbara Michelman
Nilda Viqueira

Committee, which needs to be revitalized). If you join one of the above committees, not only will you meet people that you will like to have friends but you will be contributing immensely to the value of your own unit and the beautiful interior and surroundings of Skyline House.

INCOME TAX PREPARATION

Federal and State Income Tax
Preparation Since 1984

CONFIDENTIAL, RELIABLE SERVICE

INDIVIDUALS AND BUSINESSES

RENTAL PROPERTIES

TRUSTS AND ESTATES

TOM DAVIES

Enrolled Agent
(Licensed to Practice Before IRS)

Call (703) 354-8159 to Receive Your
Complimentary Tax Organizer

Angelic Cleaning Services



Gloria Lopez
(703) 204-3190

Complete house • Townhouses
Apartment cleaning • Windows
Also moves in/out

References
Artistic touch
I'm also a photographer

Personalized
Guaranteed

1997 Election Calendar of Events

01/02/97 Thursday	Nominations Formally Opened
02/14/97 Friday	Nominations Close (midnight)
03/05/97 Wednesday	Unit Owner Election Mailing (9:30 am WPR)
03/17/97 Monday	Meet the Candidates Night (7:30 pm WPR)
03/18/97 Tuesday	Pre-Election Meeting (7:30 pm WPR)
03/25/97 Tuesday	Election (7:15 pm Main Lobby)

RECREATION COMMITTEE

Tony DiSalvo, Chair

The committee last met on December 11 with no meeting scheduled for January.

The Recreation Committee again wants to thank **Mimi Frank** for the many, many things that she has done for the committee. Mimi has been a member from the moment she moved into Skyline House. Her list of activities are too numerous to mention. She was always available and she will be missed by us as well as the residents of Skyline House. Again -- thank you Mimi.

The Annual Holiday Party, from all reports received, was an outstanding success. The residents who provided the *hors d'oeuvres* and desserts really outdid themselves. Many thanks to **Carroll Thompson** who was responsible for the decorations and to our famous **Betty McLaurin** who decorated the Christmas tree. Thanks also to **Sophie Anderson**, **Helen MacAskill**, **Audrey Williams** and **Chuck Ruby** for assisting Carroll in the decorating. And, of course, the party room had to be cleaned up afterwards and thanks to my wife **Nancy** who took the lead, along with **Joan Coutts**, **Marilyn Fenton** and **Sophie Anderson**. Again, thanks to the residents who made this such a great holiday party.

A covered dish party is planned for March 14. Details will follow later.

An Italian dinner is in the offing for February 13. A flyer will be available in February. Seating will be limited as the chef is not getting any younger.

If you are a new resident and have not yet attended the monthly TGIF, make the next one your first and meet your neighbors. YOU are more than welcome, and to make it easier, you are requested NOT to bring a plate of *hors d'oeuvres*. Just bring your own liquid refreshment.

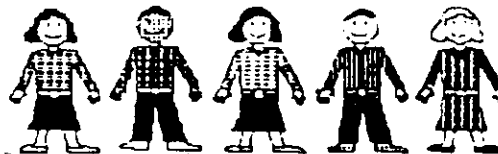
The Recreation Committee will next meet in the West Card Room on Wednesday, February 12 at 7:30 p.m.

Post Holiday

Party	Fri	Jan 3	EPR	6:30 PM
TGIF	Fri	Feb 7	WPR	6:30 PM
Reccom Mtg	Wed	Feb 12	WCR	7:30 PM
Italian				
Night	Thurs	Feb 13	EPR	6:30 PM

THE GOOD NEIGHBORS GROUP

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



Skyline House Good Neighbors
 January 1997

Mary Walsh 379-8796
 Lou Burkot 845-7724

To celebrate the beginning of their **fifth year**, the Good Neighbors will get together on Saturday, January 11 at 6:00 p.m. in the West Party Room for a potluck dinner and meeting.

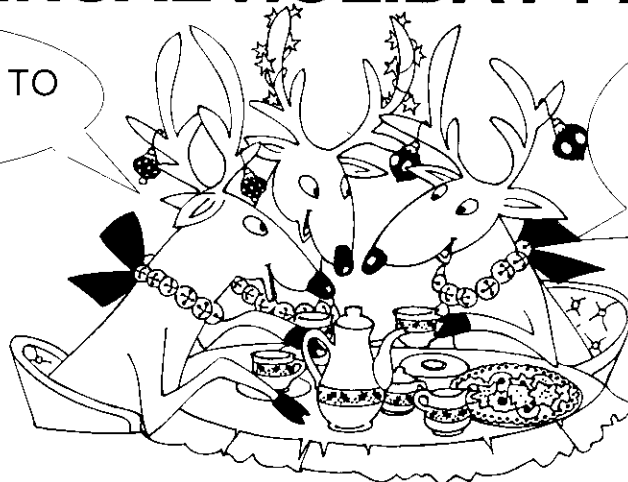
Recent Good Neighbor assistance included taking a lady to her doctor and bringing her back home; picking up a prescription for a resident and helping a lady get her belongings to her apartment after a hospitalization.

Get well notes were sent to several ill residents. The Good Neighbors offer temporary assistance to residents when needed due to illness, emergency or disability.

SKYLINE HOUSE RECREATION COMMITTEE
PRESENTS

POST ANNUAL HOLIDAY PARTY

I'M VERY HAPPY TO
MEET YOU!



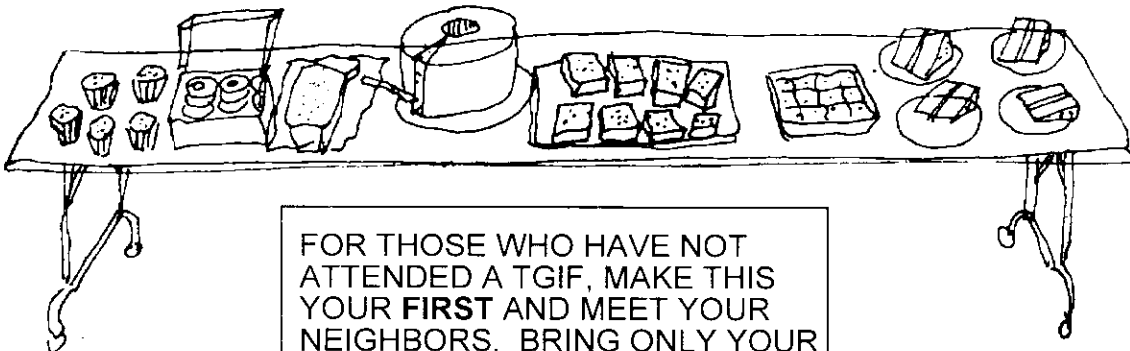
WE WOULD NEVER
HAVE MET IF WE DIDN'T
ATTEND THE HOLIDAY
AND T.G.I.F. PARTIES.

**FRIDAY JANUARY 3rd
6:30 P.M.**

EAST PARTY ROOM

Bring your own beverages, setups and hors d'oeuvres

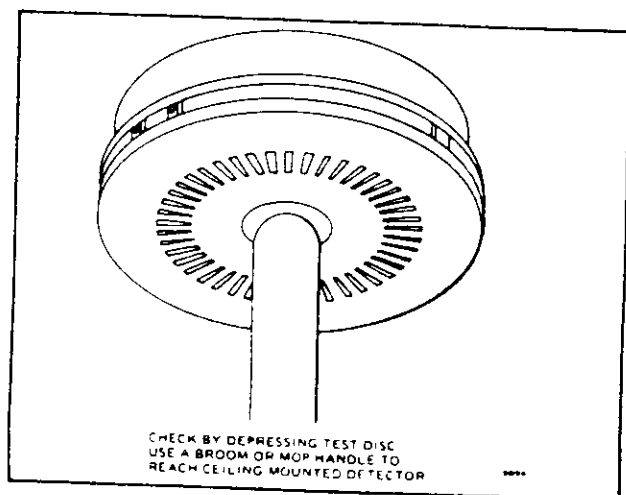
**NO RESERVATIONS
REQUIRED**



FOR THOSE WHO HAVE NOT
ATTENDED A TGIF, MAKE THIS
YOUR **FIRST** AND MEET YOUR
NEIGHBORS. BRING ONLY YOUR
OWN LIQUID REFRESHMENTS

BALCONY ETIQUETTE

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

HAVE YOU TESTED YOUR SMOKE DETECTOR RECENTLY?**GARAGE ETIQUETTE**

Please turn on you lights when driving into or out of the garage. Head lights on during the daylight hour are for the benefit of other drivers. It permits them to see you as you approach one another. We also remind you that the speed limit in the garage is 5 MPH. Speeding is dangerous to other drivers and especially to pedestrians. If you are able to identify a vehicle by parking space or by sticker number, please report the offender to the Management Office.

FINANCIAL MANAGEMENT COMMITTEE

Bill Miller, Chair

The Financial Management Committee did not meet during the month of December.

The only committee activity during December was the financial document review to check November cash expenditures.

The next FMC meeting will be held on January 16, 1997 at 1:00 p.m. in the West Card Room.

**Fox Realty
Property Management**



Check Us Out, We're the Best!!!

**JoAnn Sisel
Property Manager
Sales & Rentals**

**591-3388 office
379-8498 home**

9411-A Lee Highway, Fairfax, Va. 22031

TELEPHONE BOOKS

Telephone books (Yellow Pages)
for 1997
have been received
and are available
in the dock area in each building

...from the General Manager

Happy New Year from the Management and staff of Skyline House. We truly hope that 1997 is a healthy and happy time for all of you.

Management is busy with end of the year administrative issues, such as year end inventories, file conversion, annual audit preparations and much more.

From January 2nd - 9th, with the exception of emergencies, in-unit service will not be available.

This is to allow the performance of our annual in-unit audit and inventory. Your cooperation is appreciated.

Management is interested to know what is on your mind with regards to the operation of Skyline House! If you have an idea that would enhance the quality of life or improve the operation of Skyline House, please put your thoughts in writing and drop them off in the SUGGESTION BOX located at the Front Desk. This is **your** home and we would like to hear from you!

IS YOUR BICYCLE REGISTERED?

The bicycle storage rooms located in the East and West Buildings have become home to many abandoned bicycles. Skyline House offers these storage areas to current residents who have registered their bicycles with the Association through the Management Office. Effective January 1, 1997, any bicycle found without a decal will be removed from the Bicycle Room and discarded. Please help us to clean this area up by registering your bicycle. Thank you for your cooperation!

SPECIAL MAILING TO UNIT OWNERS

Unit owners have received a mailing which contains 3 action items. First, there is a balcony

self-survey which simply asks that you go out on your balcony, look up at the ceiling, look down at the deck, look around the railings and note any cracks or conditions which you believe management should be made aware. If you have tiled the balcony, please so indicate on the form. This information will assist Management and the PPOC in planning for future preventative maintenance.

Second, each owner has been sent an In-Unit Maintenance Agreement. If as an owner, you wish to participate (or continue to participate) in this program, you need to complete and return the last page of the document to the Administrative Office. After January 6, 1997, only unit owners that have completed and returned the signed agreement will be granted in-unit service.

Third, you have been provided with a unit owner information form as well as an occupant information form. Management is interested primarily in the accuracy of the following data:

- Names of owners & occupants
- Telephone numbers (work/home)
- Addresses (non-resident owners)
- Emergency contact information
- Handicap or disability information for building emergencies

Some of the other fields on the forms are for Management's use and do not require your attention. If you have any questions on updating the information, please contact Edna de Jesus in the Administrative Office.

As stated in the letter all forms should have been returned to Management no later than December 31, 1996. If you have not returned the forms yet, please do so as soon as possible.

ACCESS TO BUILDING BY LAW ENFORCEMENT OFFICIALS

Recently a unit owner called the Administrative Office to complain that the Front Desk had not called to alert him that the police were on their way up to his unit. The bottom line is that law

enforcement officials do not have to tell us where they are going. Management regrets any inconvenience that this may cause some of our residents.

1997 ANNUAL MEETING & ELECTION

With the new year comes the preparations and events associated with the annual meeting and election.

Nominations for the Board open Thursday January 2nd. Nomination forms may be picked up at the Front Desk. Please complete the Nomination Form carefully and be sure to include a brief biography and a recent black & white passport size photograph.

We very much need your participation as we have **4** Board positions to fill this year. If you are thinking about running for the Board of Directors, please call the Administrative Office at 578-4855 for additional information.

The following shows the current Board members and their respective terms:

<u>Name</u>	<u>Elected</u>	<u>Expires</u>
Frank, G.	March 1995 resigned- 1 yr remaining	1998 *
Moore, M.	March 1996	1999
Noonan, R.	March 1995	1997 *
Henderson, H.	March 1995	1998
Michelman, B.	March 1994	1997 *
Beams, G.	March 1994	1997 *
Littles, D.	March 1996	1999

(* vacancy needs to filled due to term expiration or resignation)

At the 1997 Annual Election, the membership must elect 4 individuals to fill:

- 1 - 1 year term
- 3 - 3 year terms

For a listing of the election related dates, please see the Calendar of Events elsewhere in this

issue. We will be needing some volunteers to assist with the election process. If you are willing to help with the mailing and/or on election night please let us know here in the office and you will be contacted by a Skyline House election official.

Thank you in advance for your support and assistance!!

Are you interested in automatic deductions from your checking account for monthly condo fee payments? For more information contact Kathleen Bailey in the Accounting Office at (703) 998-0718 Monday-Friday

**SA-8 LAUNDRY
DETERGENT**
Low Sudsing!
Bio-Degradable!

AMVOX (202) 310-2818



CHARLEY ROBERTS

Authorized Distributor, A.D.A. No. 800247

5119A Leesburg Pike, Box 260
FAX (703) 845-0174 Falls Church, VA 22041

**The Management Office is in search of
a team of volunteers
to assist with small projects,
-mail out -**

- setting up files -
- data entry, etc. -

**If you have some free time
and are interested in helping out,
please contact**

**Edna De Jesus at (703) 758-4855.
Your help will be greatly appreciated.**

Gordon Frank
17225 Cambridge Grove Drive
Huntersville, NC 28078

Mrs. Saghi Agha-Khan
3713 S. George Mason Drive, #1402
Falls Church, VA 22041

Dear Mrs. Agha Khan:

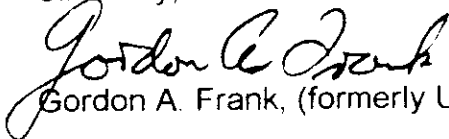
Thank you very much for your letter to me and to *The House Special* stating your anger and disappointment for my recent article in which I attempted to describe (humorously I thought) three levels of owner participation. I am sorry to have caused you any discomfort. Except for your letter, all of the other comments that I have received seemed to indicate an understanding of the perspective I was trying to present.

You are, of course, entitled to your opinion. This letter is not intended to rebut it. And you are correct, those who do volunteer obviously choose to do so. And like you, I too appreciate the efforts of those who do participate. My point, succinctly, is that our pool of volunteers is decreasing. Additional volunteers are needed from the ranks of those who do not now participate (the "zeros") and even from abusive owners who can perhaps change their behavior to the benefit of all.

Although I respect the rationale expressed in your letter, it is my opinion (which is clearly different than yours) that each resident owner can participate in some way, if he or she so chooses. Current volunteers manage to do so despite the responsibilities of jobs, families, travel, charitable work, etc. If many participate, it means less work for each. An added plus for those who do volunteer is that they become knowledgeable about the workings of our Association and the problems it faces. Knowledgeable people are able to offer more insightful, constructive solutions to these problems.

Thank you again for your letter. I wish you and your family all the best for the future.

Sincerely,



Gordon A. Frank, (formerly Unit #1111W)

cc: Law Henderson, Editor, *The House Special*