



The House Special

THE HOUSE SPECIAL IS BROUGHT TO YOU BY YOUR UNIT OWNERS ASSOCIATION

Volume 18, Number 9

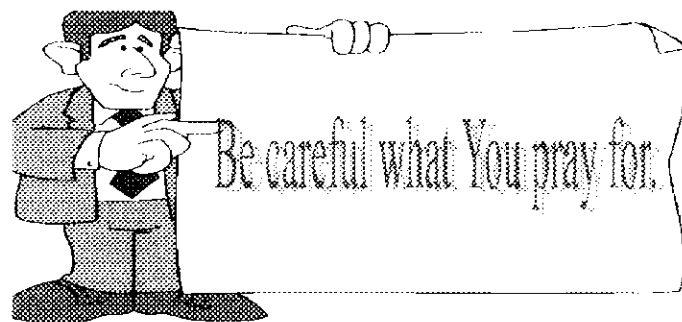
September 1998

FROM THE BOARD OF DIRECTORS

By Bob Busby



This month, the Board of Directors decided to take some time off so that each of us could enjoy some time out and about. As you may have noticed, no Board of Directors meeting was held, hope to see you on September 23, 1998, in the West Card Room at 7:30 p.m.



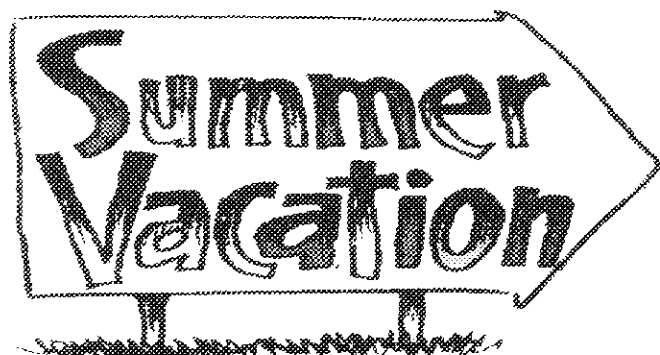
FROM THE PRESIDENT

By A. Kevin Fahey

A friend of mine once told me: "Be careful what you pray for. You may get it!"

The recent deluge of letters which I have received reminds me of that expression. When I asked people to express their opinions I was not expecting such a response. I have received numerous letters on various topics. I have tried to answer most of them with at least a handwritten note. Unfortunately, there have been too many for me to respond to individually.

To those who do not receive a direct response from the President or a board member be assured that your comments are appreciated. They have been forwarded to the appropriate committees. I wish I had the luxury of having more time in order that I could answer each and every one of your letters and notes, but I will try and summarize the sentiments that unit owners have expressed to me.



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The vast majority of the letters which I have received in this past month concerned a suggestion raised in my last letter. This suggestion, which was based on a letter I received from a unit owner, concerned including plans for a playground in the overall plans for the garage roof. Virtually all the letters this month expressed opposition to the idea. The most common objection was the cost. A close second was the objection that a playground would generate noise. Liability for accidents was another consideration.

I received one letter suggesting that we install tennis courts.

I have forwarded all the letters to Physical Plant & Operations (PPOC) committee. I recommend to anyone who has an opinion on these or any other proposals that you express it directly to the PPOC. Better yet, attend the PPOC meetings and the Board of Directors meetings.

Your opinions are important.

I will not be addressing the garage project in this or future letters from the President because I believe that the PPOC and management are doing an excellent job in covering the subject.

On a related subject, management has been working diligently to resolve the parking problems occasioned by the garage repairs. When the garage project gets underway at full speed the problem could become acute. We need someone to volunteer to form an ad hoc parking committee. This committee would help formulate plans and procedures to assist management in minimizing future disruptions. Anyone who is interested in helping out please contact Al Smith. He would appreciate your help.

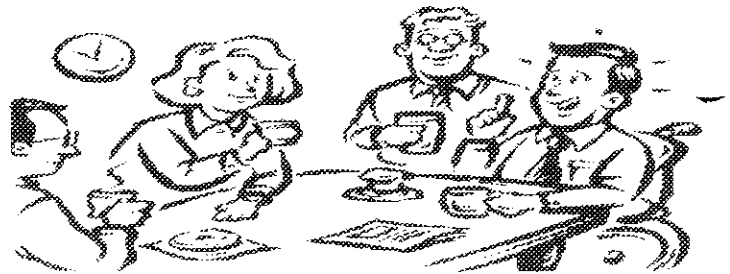
We have been soliciting applications for a Deputy Manager. The Board of Directors will report on the subject in the next edition.

Finally, I wish to thank everyone who has taken the time to get involved in the committees. I also appreciate the comments on current issues that I have received personally from fellow unit owners.

Your interest and involvement are essential to making Skyline House a first rate condominium community.

Sincerely,

A. Kevin Fahey



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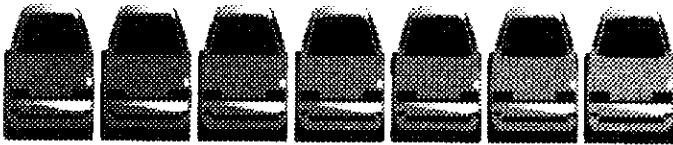
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A MANAGEMENT MOMENT...



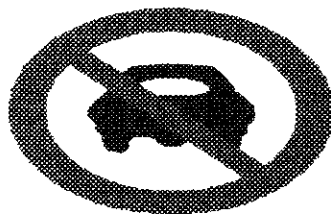
By Al Smith, AMS
Heads Up!!!



AGAIN PARKING

Well, it has happened. Several cars have been towed since the last newsletter. Each time it was a very unpleasant experience for all concerned. Please do not put your car or your visitor's car in jeopardy of being towed.

THE PARKING RESTRICTIONS ARE BEING ENFORCED.



The best way to avoid the inconvenience of having your car towed is to not violate the parking restrictions.

The restrictions are clear:

- Do not park in fire lanes.
- Do not park in the loading dock areas for longer than 30 minutes.
- Do not park in the "10 minute spaces" for longer than 10 minutes.
- Do not park in the "Guest" spaces unless you have been authorized by management.

This is what you should do:

- ✓ **REGISTER YOUR CAR** with the management office. This can be done at the front desk in a matter of minutes. Take your vehicle registration card to the front desk, and you can walk away with your decal.
- ✓ **If you have visitors** on the way, tell them about our situation and the parking arrangements that have been made with Skyline Mall. (Continued on page 10)

GOOD-BYE SUMMER

The summer is drawing to a close. The last day of pool use will be Labor Day, Monday, September 7th. I have received many compliments on the pool this summer and the few problems that came up appear to have been dealt with in a satisfactory manner.

What do you think? Now is a good time for you to give management some feedback on your pool use experience. Good or bad, management can best serve the community if you will share your perspective. Please take a



Mr. Personality

By Ann Busby, Roving Reporter

Have you met our new General Manager, Al Smith, yet? He's a keeper! With a boyish grin and a dry sense of humor, he's never met a stranger. I still haven't figured out what we did to get such a competent, charming addition to our quality of life. Whenever we decide what it was, we should bottle, sell it and make enough money to replace condo association fees. What do you think?

Al has 12 years of general manager experience in all phases of condo association business, but many more being a student of life and of making people feel good. His strengths as a manager and a supervisor, in his own words, are personnel management, customer service, and the legal end of the industry. From what I've seen so far, I'd have to agree. When he talks to you, you have his undivided attention making you feel important. He's never too busy or too rushed to talk to us, his constituents. Al's experience is not the only thing that contributes to his eminent qualifications for our Association's most important position. He has completed all the steps to receive Professional Certification in

Association Management (PCAM), the highest certification available in the industry but one... he still has to complete the case study. This is an intensive comprehensive examination done in real-world circumstances. He has every intention of finishing when he is assured that our Association's needs are taken care of (namely, when a Deputy has been hired and he is confident of his or her abilities).

After returning home from Viet Nam, Al was faced with the same dilemma many vets were; he couldn't find a job with any of the major companies that offered benefits. He bummed around doing a little of this and that until he decided to do more with his life. He made a commitment to earn a four-year degree in the hopes that it would aid him in attaining his goal: a career with a future. After graduation, he spent a few years working with emotionally disturbed teens, but the one area in which he expended more time and energy was construction which led him not only to his chosen profession, but also to the love of his life.

Al began work in general construction work, then became a maintenance supervisor for a large condo association. Later he was asked to become that association's general manager. He discovered that not only did he have an aptitude for the work, but he liked it! It gave him the outlet he needed to be with people and an avenue of challenges and opportunities to expend his enormous energy and drive. Al's experience ranges from general site manager for small and large condo associations to portfolio work providing management oversight for many associations. From what I gathered while talking to him, he much prefers site management to portfolio work, probably because it's much more personable.

When he met Kathy, his lovely and equally energetic (let's face it-she'd have to be!) wife and her three young children, he fell head over

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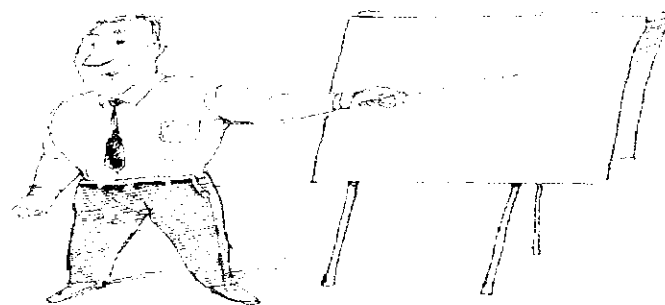
heels in love. Now, you know she must be special to convince a dyed-in-the-wool bachelor that he wanted to become not only a husband, but a father too! We recently had an opportunity to talk with both of them at the covered dinner Tony and his gracious assistants Liza Ruiz and Sophia Anderson (with Margaret Jaffee) hosted. Kathy is in the business too, as Architectural Director for an association not far from here. This explains why she and the children, Meaghan 18, John 16, and Kate 14, don't live here in Skyline House with Al; she has her own commitment. Al took to being a father like the proverbial duck. Just ask him about his kids, and watch his face light up!

I asked Al what his hobbies were (and grinned while doing so, as though he has time for such frivolities). He replied that he likes snow skiing in the winter and water sports in the summer. I could tell from our discussion that he enjoyed physical activity (he mentioned racquetball and wrestling in high school). He also likes to read, not only for information like keeping up with changes in his chosen profession, but also for pleasure.

I was really curious as to how we got Al to come here as Deputy Manager when he was a manager in North Carolina. He replied that it was interesting that I'd asked. First, his family was here and he had been toying with the idea of returning. He'd heard of us through other applicants for the Deputy position, and also was aware of our Community Association Institute's (CAI) award of excellence, the 1998 Community Association of the Year, not a small feat, said he. (Kudos to Don Perper, who did all the paperwork to receive that award!) On the day he'd made his decision to come home, he saw our ad on the Internet. An auspicious moment, not only for Al and his family, but for us at Skyline House as well!

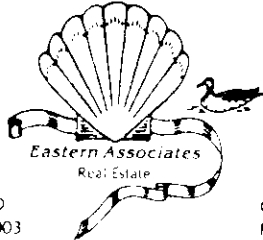
Al's final words to me in our interview were that he was most proud of his integrity, which he felt was very important in this industry (and, in my opinion, any phase of life). He said, "Everything I do affects the major investment of over 500 constituents. I take this seriously. I try to make my decisions based on the association's best interests."

Over dinner that night with his wife, I was raving about how much I liked what I saw of Al. Kathy told me that this is who he really is.



Icing on the cake as far as I'm concerned. If anyone can prepare Skyline House Condominium Association for the 21st Century, it's our new General Manager, Al Smith. If you haven't already met him, stop by his office and say, "Hello." He'll make you proud to be a resident of our community! Welcome home, Al!!!

Fran Boyle
PROPERTY MANAGEMENT
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EDITOR'S CONTRIBUTION



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Community Association Institute
Washington Metropolitan Chapter
Quorum Magazine -Pages 20 & 21

FROM the Board
Budget Preparation
By Katie Allardyce, CMCA, PCAM

Let's face it, for many managers and board members, budget preparation can be as much fun as a root canal! Fortunately, the pain of both can be avoided with proper care and planning. The budget process for your community should not be a painful 30-day crunch each year, but a pain-free, year-round process.

Before you get started, make sure you understand the Board's fiduciary responsibility. Review the association documents for definitions of:

- ❑ Common Elements, Limited common Elements and Unit Boundaries
- ❑ Maintenance responsibilities
- ❑ Budget adoption time-line requirements
- ❑ Owner approval requirements

Once your association clearly understands what is required to maintain, the manager or finance committee (depending on your association), should gather the financial information that is necessary for the budget.

Information should be gathered throughout the year and maintained in a "budget file." By gathering the information as it becomes available, you will have it readily at hand and avoid the unnecessary crunch when the first draft is due.

Monthly or quarterly

Walk the property to review existing conditions. Maintenance and repair items that will need to be included in the budget should be noted, and a proposal obtained.

Closely review the financial statements and note significant variances. If variances will impact your future budget, note the expense or savings, and file it in your "budget file".

Have a contract schedule that includes the monthly cost, expiration date, contact person and phone number of every association contract. As renewals or new contracts are signed, immediately note changes so that when you call for proposed increases, all of the current information is at hand.

Maintain a spreadsheet reflecting the utility consumption history for all utilities in which the association is responsible. The history should reflect the actual consumption (e.g. gallons of water, kilowatt-hours) that are used during each billing period, not the dollar expense. Weather conditions can cause consumption to vary widely; therefore it is recommended that the information be

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maintained for a period of several years. When budget time arrives, call the utility company to get the proposed rates for the upcoming period, remember to figure in any applicable local taxes or user fees, and multiply that by your average consumption

Base your payroll expenses on your current employees, and prorate increases based on anniversary dates. Remember to allow for overtime, holiday pay, sick and vacation coverage, and merit bonuses. Check to make sure that you are Budgeting for the correct FICA, social security, tax withholding and workers compensation.

Annually

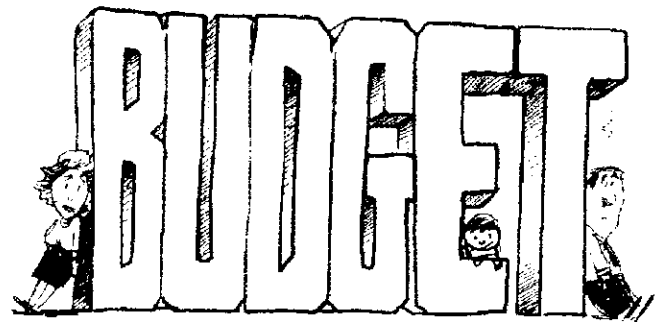
Call your accountant and insurance representatives to obtain accurate figures for taxes and insurance. Review your insurance needs, coverage's, limits and claim history with your agent annually to assure that your budget will accurately meet your coverage needs. Remember to budget for funds to allow for insurance deductible loss.


Maintain an Audited Statement History for a five-year period. Each year when you receive your audit, plug in the actual audit figure by line item into a simple spreadsheet. When it is time to do your budget, you will have a five-year trend to look at, as opposed to just last year's budget and six-month actuals. This information will take a lot of the guesswork out of predicting what your administrative and operating expenses will be.

In conclusion, remember that the budget process is not just the 30-day crunch before it is due, but an ongoing review and information gathering process. Keep your "budget file" close by at all times so that you can gather the information as it comes. Compliment this process by keeping the lines of communication open with your professional accountant,

consulting engineer, and managing agent. Get the most out of your CAI membership by attending the various seminars offered, and read the publications which bring you the latest and best information from this chapter, and from across the country.

Katie Allardyce, CMCA, PCAM is the General Manager of The Belvedere Condominium Located in Arlington, VA. Katie serves on the Chapter's Board of Directors, and CAI National Managers Committee.





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Homeowner Associations

**Clarifying Misconceptions
About the Manager's Role**

Author: Gil Cross
Publish Date: May/June 1997
Origin: Common Ground

Community associations hire managers for two reasons: to carry out the policies of the board of directors and to manage the association's day-to-day business affairs. Frequently, however, residents and even some directors don't understand the manager's role. They see the manager as a referee and information source. They expect the manager to be on call 24 hours a day. They believe the manager works only for them.

That's not how it works. In most communities, the manager meets with the board of directors each month to report on association business. Often the manager gives advice, suggestions, and recommendations. A board typically directs the manager to perform 10 to 20 tasks before the next meeting. This may include writing letters, soliciting bids, preparing policy statements, and negotiating contracts. The manager also must deal with maintenance and rule enforcement problems. The limit on the manager's authority generally is spelled out in the management agreement.

What are the most common misconceptions? Consider the following:

1. The manager is a referee. Homeowners should not expect managers to arbitrate disputes with their neighbors. Unless the dispute involves a

violation of association restrictions, the manager does not need to be involved.

2. The manager is the homeowners' advocate. Homeowners should have enough interest in their community to present their concerns to the board--forwarding those concerns is not the manager's job. The manager does not vote on any board issues. Venting frustrations at the manager may make a homeowner feel better, but it's unproductive for everyone involved. Homeowners should direct their attention to the board. Likewise, managers cannot update each owner on association activities. Residents should attend board meetings to learn what's happening in the association. Those who can't attend meetings should read the newsletter or contact board or committee members for updates.

3. The manager is available at all times. With the exception of on-site managers, most community managers have commitments to other associations. They are entitled to a courtesy call to arrange a meeting.

4. The manager is responsible for contractors. The board and the manager try to choose the best contractors for the association. But they do not have direct control over the contractors' actions and they are not responsible for poor performance. The contractors are responsible for supervising their personnel, not the manager. The manager is responsible for monitoring their performance and reporting problems to the board. Homeowners should report any problems with the contractor to the manager, who will forward them to the contractor. The board is responsible for any subsequent actions.

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5. The manager anticipates every problem. Managers typically inspect the property on a monthly basis, but even an experienced manager can miss a problem--particularly if there's no evidence on the building's exterior. Owners should not rely solely on the manager to safeguard their investment--their participation is essential in identifying problems.

6. The manager takes orders from each owner. The manager is accountable to the board of directors, not individual owners. Homeowners who disagree with the board's policies--and, in turn the manager who carries them out--should resolve the conflict with the board of directors.

7. The manager takes orders from individual directors. Managers act under the orders of the entire board of directors, not one individual director or committee member (unless the board grants a particular individual the authority to deal with a specific matter). The management agreement between an association and a management company usually stipulates that the board should identify one person to act as liaison to the manager. Too many bosses creates problems for everyone.

8. The manager is responsible for delinquent accounts. A manager or management company typically has three responsibilities regarding delinquencies:

- * Send monthly notices to delinquent homeowners
- * Give the board a monthly delinquency report
- * Represent the association in small claims court

The manager's collections efforts do not include phone calls or visits to delinquent owners. Beyond small claims courts, collection activities should be handled by the association attorney.

9. The manager should give advice on everything. Managers have a broad range of expertise, but they are not engineers, architects, attorneys, or accountants. Owners should not expect them to give advice if they are not qualified.

10. The manager responds to all emergency calls. The manager responds to all true emergency calls. Inconveniences, however, are not emergencies. Failing to plan a party around the association's lawn irrigation schedule or getting locked out of the house does not damage or threaten the community--which is how the association classifies an emergency. Understanding this--and understanding the manager's role--will reduce future conflicts.

THE CHAIN OF COMMAND

A community manager carries out association policies established by the board of directors. Each officer of the board has specific responsibilities, including:

President. The president is the association's chief executive officer. Responsibilities include running board and general membership meetings and setting goals. Some documents give presidents the right to appoint committee members. The president may occasionally negotiate contracts, sign contracts and other documents, and oversee their fulfillment.

Vice President. The vice president performs the president's duties in his or her absence and often handles special projects.

Treasurer. The treasurer works with the manager and finance committee to develop the budget. Responsibilities also include monitoring association financial activities, overseeing insurance policies, investing assets, maintaining reserves, and coordinating a year-end audit.

Secretary. The secretary is responsible for preparing and distributing meeting agendas and minutes. The secretary also maintains the association's official records (or supervises their maintenance).

This information was adapted from CAI's Community Association Leadership: A Guide for Volunteers. The cost is \$4.50; bulk prices are available.

Gil Cross is a community manager with Condominium & Association Resource Group, Inc. in Bloomington, Minnesota. He is a Common Ground contributing editor.

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For information on how to subscribe to this periodical, contact CAI at 703-548-8600.



VISITOR PARKING

If you have visitors on the way, tell them about the parking situation here at Skyline House. Parking arrangements have been made with Skyline Mall to help out with the parking shortage. The parking lot directly across South George Mason Drive from the entrance to Skyline House lobby may be used between 6:00 P.M. and 7:00 A.M. each weekday and between 6:00 P.M. Friday until 7:00 A.M. Monday and on major holidays such as this coming Labor Day.

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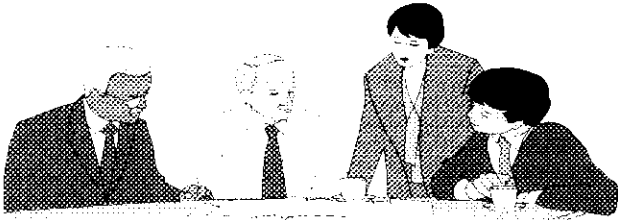
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SECURITY, FIRE & SAFETY COMMITTEE MEETING (SFSC)

Ann Mehrten - Chair



The Security Committee meets every other month in the West Card room at 7:30 p.m.. Everyone is welcome to attend and find out what is going on at Skyline House.

making this activity such a great success. Thanks also to Margaret Jaffee, a committee member, who actively assisted in this activity.

If you are a new resident or an old time resident and have not attended the monthly TGIF, make this 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 your own liquid refreshment.

TGIF's are scheduled for September 11, 1998 in the East Party Room at 6:30 p.m. and October 2, 1998 in the West Party Room at 6:30 p.m. Again, check the bulletin boards for any changes.

RECREATION COMMITTEE (RC)

By Tony DiSalvo, Chair

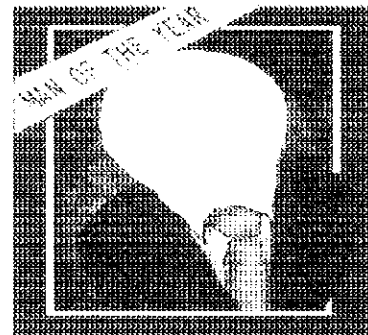


The next Committee meeting will be October 14, 1998, West Card Room, 7:30 p.m. Check the bulletin board for any changes in location.

The Committee met on August 12, 1998. No one came forward to volunteer to Co-Chair the Committee. The Recreation Committee needs members so y'all come and be an active part of the Skyline House community and be a part of the Recreation Committee.

The Covered Dish Party was a resounding success. The food was delicious and there was lots of it. All who attended had a wonderful time. Many thanks go to Liza Ruiz and Sophia Anderson for their efforts and work in

Magazines



Keep the magazines coming to the front desk so they can be donated to the organizations that need them.

GOOD NEIGHBORS COMMITTEE (GNC)

**Co-Chairs - Joan Collins
Toska Prather**



Good Neighbors are available to assist all residents who are in need of temporary help due to illness or emergency. Call the Good Neighbors of the month if a need arises. The Good Neighbors Group is always looking for additional members. Call one of the **Co-Chairs (Joan Collins at 998-0788 or Toska Prather at 379-7849)** if you wish to join the Good Neighbors.

No one can help everyone, but everyone can help someone.

The Good Neighbors for September 1998 are:

Nadine Thyonoff	379 - 3955
Jerry Spears	671 - 6235

GN's are available to assist residents in a lot of different ways, so give them a call.

COVENANTS COMMITTEE (CC)

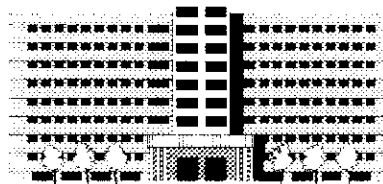


David Kafka, Chair

The Covenants Committee meets on the third Wednesday every other month at 7:30 p.m. in the West Card Room. The CC is always looking for new members who want to participate in the development of rules and the election process at Skyline House.

PHYSICAL PLANT & OPERATIONS (PPOC)

**Bob Lowry - Co-Chair
Ken Grant - Co-Chair
Ross MacAskill - Co-Chair**



Reported by Bob Busby

The PPOC meets on the first Wednesday after the First Tuesday of each month at 7:30 p.m. in the West Card Room. The PPOC is in need of new members who want to get involved in the beautification and restoration of Skyline House. Many unit owners have expressed their concerns about landscaping and other areas in which the PPOC is involved. Why not come to the committee meetings, make suggestions, and see if you can get the community to share your wishes in keeping Skyline House a beautiful place to live?

formation taken From the August 5, 1998
PPOC Committee Minutes

The August 5, 1998 PPOC meeting was another well attended meeting by the owners of Skyline House.

Mr. Lowry mentioned that the General Manager, Don Perper, resigned to take another management position. Mr. Al Smith, the Deputy General Manager was appointed by the Board of Directors to be the new General Manager. Everyone joined in a round of applause to welcome Al as the new General Manager.

Al Smith mentioned that the garage repairs have been on hold because the contractor is tied up on other business and not able to finish the repairs on the east garage decks. The repair work is still covered under the original contract and will be completed as soon as possible. Other work in the garage concerning the beams and the post tension cables will also start up and continue as soon as possible.

Balcony engineering survey work in the West Building was completed and will start in the East Building.

A hand rail for the steps in the West garage on the D level was installed.

Storage tank installation for the West and East buildings is completed. Minor painting will be accomplished by Skyline House. The fuel storage tanks have been inspected by the fire department and are in proper working order. The contaminated soil by the old storage tanks was minimal and should not cause any problems.

Lighting issues surfaced again in the area of the bus stop (George Mason Drive) steps and

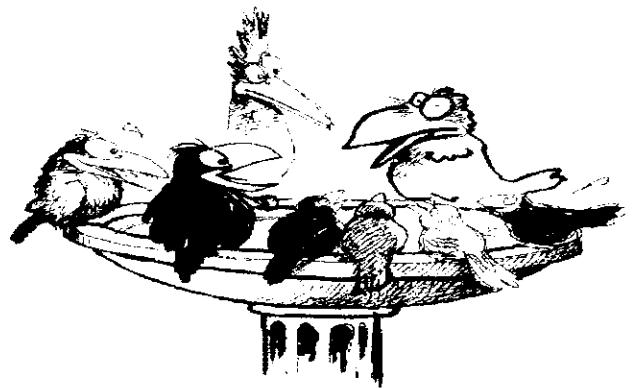
the walkway from the bus stop to the main lobby area. It was suggested that the PPOC and the Security Committee look into the lighting of the area at night in order to get a better idea of the limited lighting of the area. No decision was made on the type of lighting needed.

The Committee discussed the issues of what to do with the fountain in front of the main lobby, the Garage Plaza working group, and the landscaping issues

After a long and drawn-out discussion on the issue of the fountain, the Committee made the following motion to present to the Board of Directors:

Motion: PPOC recommends that the Board consider transforming the water fountain into a planter, using vines and flowers, and coordinating the planting with the plants in the hexagon.

Editors Note: There was a lot of discussion



about the fountain. Some residents felt the fountain wastes water and kills the surrounding plants due to over watering. This is caused by the water from the fountain being blown out of the fountain onto the ground and the flowers. Several owners talked about the plants used when the fountain was first installed. These plants were the types of plants that handled large amounts of water easily and flourished

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in the watery environment. It was also pointed out that the water in the fountain does recirculate, and the only wasted water is the water that is blown out of the fountain by the wind. The cost of the water to fill the fountain is also cheaper than other water sources.

The PPOC has selected 11 people to be part of the Garage Plaza working group. This group will look at making recommendations to the Board of Directors on what to do with the Garage Plaza which is the area located behind the pool. The working group will get started as soon as the PPOC gets the go ahead from the Board of Directors.

The landscaping issue proved to be another wild and exciting subject. Management of this function has proved to be frustrating and volatile. In the past, this function has been handled as follows:

a part of PPOC;
an independent committee;
currently, by management.

PPOC discussed this without making a recommendation other than have the Board of Directors put the issue on the agenda for the next Board meeting.

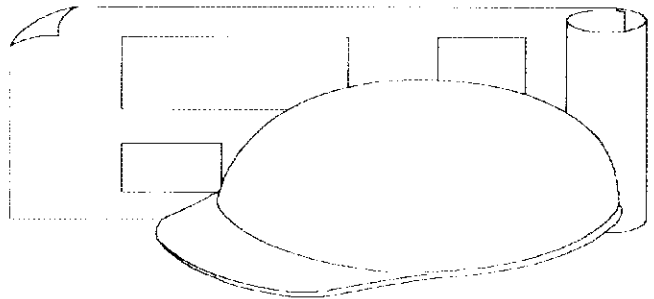
PPOC will continue to have a property inspection as usual on Tuesdays at 2:00 p.m. Those interested should contact the Management office for up-to-date information on the inspection tour.

The maintenance log is being used and Management is following up on all complaints and suggestions. Remember if you want to make a suggestion or complaint regarding the maintenance at Skyline House, you can enter it in the maintenance log or call the front desk and use the hotline to record your information.

Don Fenton's memorial plaque was moved from the fountain area to an area adjacent to the entrance of the main lobby. Check it out; it looks very good.

New bulletin boards will be going up in the areas near the mailboxes in the West and East lobbies to provide residents with information in a more timely fashion than the newsletter.

A suggestion was made to look at doing something with the shrubs in the areas near the entrance and exit doors of Skyline House regarding visibility and security. The co-chair decided to provide the information to the Security committee and the Board for review.

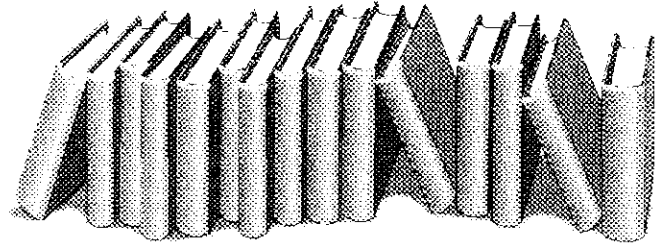


CONSTRUCTI

LIBRARY UPDATE

By Barbara Michelman

The library offers a wide assortment of books including mystery and suspense, romance, adventure, history, biography, classics and more.

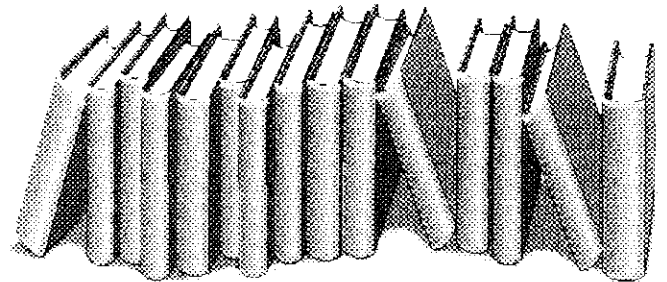


TALES FROM THE LIBRARY



Use your Imagination

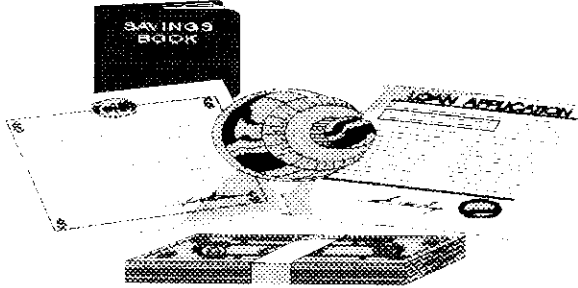
Please come and see what these dedicated supporters have accomplished. Borrow a book or just share a social evening with your friends in what used to be the East Card Room every Monday night from 7:00 to 8:30 p.m.



Our book selection continues to grow with current best sellers by popular authors.

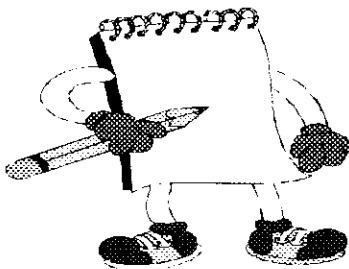
FINANCIAL MANAGEMENT COMMITTEE (FMC)

Rick Riether, Chair



The FMC meets on the third Tuesday of every month. In September, the Committee is meeting on the 15th. All residents are welcome to visit, attend and become members of the FMC. Your association needs your expertise on the FMC as well as on other committees. Come check out the FMC and see how your money is being spent.

LETTERS TO THE EDITOR



Several letters have been sent to various Board members and to the House Special regarding problems observed by owners at Skyline House.

Members of the Board, Committee Members, and the Management staff at Skyline House appreciate the time and effort spent by the unit owners who researched the problems identified. The Association also appreciates the owners for bringing the problems to the Skyline House Unit Owners Association's attention.

The subjects covered in the letters were playgrounds and the former manager.

Mr. or Ms. Anonymous decided to drop us a line regarding the idea of having a playground at Skyline House. It seems this resident is not happy that Skyline House has more children living here than when he or she moved in and does not feel any efforts should be made to make life for children at Skyline House better. Anonymous lists a lot of problems caused by kids at Skyline House and does not feel the list should be added to by providing a playground on the garage roof area.

Editors Note: It is unfortunate that many residents at Skyline House do not want to make an effort to make life easier for kids that live at Skyline House. If we, as a community, do not try and make living at Skyline House easy for all, we are going to continue to have vandalism, loud noise, and the inevitable confrontations that come from misunderstandings.

Another of our residents made several observations about our previous manager. I will not print these observations because speaking ill of people after they have left does not serve any purpose.

Residents who do not like what they see at Skyline House need to report the problems as they happen and not wait for months and years to report them. Getting involved, attending committee meetings, and running for the Board of Directors or even reporting your opinions to the Board will get residents headed in the right direction to get problems resolved.

THE HOUSE SPECIAL IS BROUGHT TO YOU BY YOUR UNIT OWNERS ASSOCIATION



Editor: Robert Busby

Advertising/Letters/Articles
Skyline House Management
Office

(703) 578-4855

Fax (703) 998-5827

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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.



If you submit your letters to the editor, ads and articles on a disk using Microsoft Word with a camera-ready paper copy attached to it makes it so much easier to get the item in the newsletter the way you want it.

ADVERTISING: A rate card, showing the costs and sizes, is available from the Management Office. Again, the Unit Owners Association does the best it can to get your ad in the newsletter the way you want it. At times your ad may be enhanced or re-sized due to the amount of space available. **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.

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The House Special is happy to receive and publish ads. All ads are accepted on a first-come, first served and space available basis.

Copies of the newsletter are available at the front desk for those who request a copy of the newsletter. The Association is unable to mail newsletters at the present time.

Keep Smiling And Have Fun, For These Are The Good Old Days.

The editor can be reached by e-mail at:



annbobbusby@worldnet.att.net

September 1998

SKYLINE HOUSE

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 Library ECR  Labor Day	8	9 PPOC MEETING 7:30 PM WCR	10 SFSC MEETING 7:30 PM WCR	11 TGIF 6:30 PM EPR	12
13	14 Library ECR 7 PM - 8:30 PM	15 FMC MEETING 7:00 PM WCR	16 CC MEETING 7:30 PM WCR	17	18	19
20	21 Library ECR 7 PM - 8:30 PM Rosh Hashanah	22 Autumn begins	23 Board Meeting 7:30 PM WCR	24	25	26
27	28 Library ECR 7 PM - 8:30 PM	29	30  Yom Kippur			