



The *House Special*

VOLUME II

JULY 1982

ISSUE 21



JULY 4th, 1776



The
Declaration of Independence

was Adopted



IF THE FIRST OF JULY BE RAINY WEATHER,
IT WILL RAIN, MORE OR LESS FOR FOUR WEEKS TOGETHER.

ENGLISH PROVERB

SPECIAL FLOWER FOR JULY IS THE WATER LILY.

GEM FOR JULY - RUBY



NOTES FROM THE BOARD

The 15 June session of the Board saw two new members in our midst: Ruth Ballard and Bob Lowry. Returning to the Board was Gordon Frank.

We debated at some length the results of the survey of Skyline House interest in subscription TV:

- 38 co-owners did not want any subscription TV
- 50 co-owners were prepared to permit subscription TV, but those who wanted to have it had to pay for their individual subscription
- 177 co-owners wanted to have subscription TV installed in every unit regardless of individual preference, and pay for this by raising the condo fee for every unit proportionately
- 281 co-owners did not return the questionnaire.

Some Board members argued that the result reflected an overwhelming support for subscription TV; others pointed out at least 319 (38 and 281) co-owners did not want it or were uninterested in subscription TV. The Board decided to invite cost proposals with the provision that these proposals first be submitted to the Architectural Control Committee to see that the installation of the service does not affect the reception of regular stations for those who would not want to have subscription TV. No decision was made whether we would actually go ahead with any installation.

The insulation of the bottom of the thrash chute in the East Building was discussed. The Board decided that whereas insulation to protect against noise was clearly the responsibility of the developer, the latter would be asked to take care of the deficiency.

The recommendation of the Community Relations Committee regarding a tipping policy was accepted. The Board endorsed the recommendation that employees should not be tipped for services rendered during normal working hours.

The management announced that exercise charts for the Exercise Room would be procured and soon be available. Management noted that a monthly duty roster for off-duty hours for the manager and engineer was available at the reception desk. Board members could check the roster. A sign detailing office hours will be installed at the office entrance. Furthermore, due to the heavy schedule of the window cleaners, our window washing project will take place in August.

The Board approved swimnastic exercise classes for Mondays from 9:00 to 10:00 AM and Wednesdays from 7:30 to 8:30 PM. Instructor will be Helen Machado from the Skyline Racquet and Tennis Club.

The President of the Board announced the appointment of the Chairman of the Covenants Committee: Marjorie Levitan.

Wynfred Joshua
Vice President

SKYLINE HOUSE POLICY ON PETS

There is an absolute prohibition against pets anywhere at Skyline House. Residents, overnight guests and visitors are again reminded that the By-Laws of the Association forbid pets anywhere on the property. Please notify the front desk or management office if you see or are aware of anyone disregarding this rule. Two recent attempts by residents to speak with offenders resulted in unpleasant incidents. The prohibition against pets, therefore, can best be enforced by Skyline House management taking action as a result of cooperating residents acting as the Association's eyes and ears.

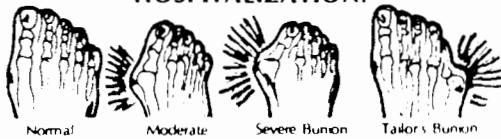
Gordon Frank, Member
Board of Directors

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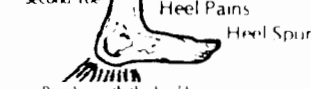
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Warts Under the Sole



Plantar warts should have immediate attention. They easily break down and cause more warts to appear elsewhere on the foot.



Pain beneath the heel bone is common. This condition can be relieved in many cases by physiotherapy, medication and supports.



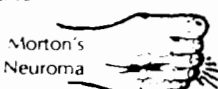
Calluses and Deep Seated Corns on the Ball of the Foot

Usually caused when the underlying bone creates pressure. When padding and foot supports do not relieve the pain, minor surgery should be considered.



Hammer Toes and Corns

Persistent cases require minor office surgery for permanent relief.



Morton's Neuroma

An acute stabbing pain that comes and goes in the toes. In most cases, this condition can be relieved by controlling foot function. Occasionally minor surgery is required.



Normal

Ingrown

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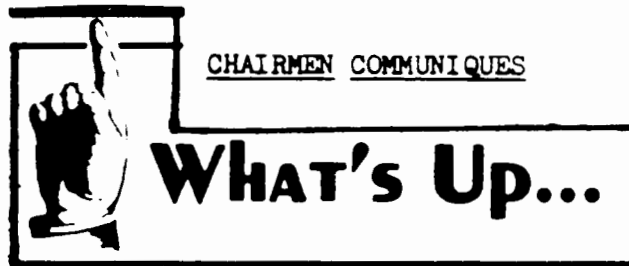
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PHYSICAL PLANT OPERATIONS COMMITTEE

Because of other commitments that have developed this summer, Henry Holt has resigned as Chairman of the Physical Plant Operations Committee. On Wednesday, July 7, at 8:00 p.m., a meeting will be held in the West Party Room to select a new chairman.

This is now a critical time for the effectiveness of this committee to help ensure that our investment is protected by making certain well-identified deficiencies in the construction of our buildings are corrected by the Charles E. Smith Companies, and also that workable procedures are implemented to ensure that routine maintenance programs are effective and ongoing. Progress has been surprisingly slow in some areas, which means the support and expertise given this committee must be very great -- it must have a broader membership than has so far been available on a continuing basis for the past two and one-half years.

Our committees which provide our excellent social programs are well supported, but it falls to the Physical Plant Operations Committee, among others, to identify and attempt to correct problems that have the potential to cost the co-owners real money.

Anyone who is interested in becoming chairperson, please contact Henry Holt, 516-W, or Bob Lowry, 705-E, and if you feel concerned for the future effectiveness of this committee, please attend the July 7th meeting.

* * * * *

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COVENANTS COMMITTEE APPOINTMENTS ANNOUNCED

Merrill Collett, President of the Board of Directors, has announced appointments to the Covenants Committee to fill the positions of Chairman, Secretary, Members of the Hearings Subcommittee and the Rules Subcommittee.

The Covenants Committee is the collective Skyline House expert on the understanding and interpretation of the condo documents. It reviews and recommends to the Board revisions in the by-laws, Association rules and regulations, associated penalties, and administrative practices. It establishes a procedure for the enforcement of rules and regulations. The Committee establishes procedures and appoints ad hoc committees for the nomination and election of members of the Board of Directors. It establishes hearing procedures and hears appeals from Association enforcement actions and special assessments for penalties. Finally, it recommends to the Board policies on unit owner responsibility for renter compliance with rules and regulations.

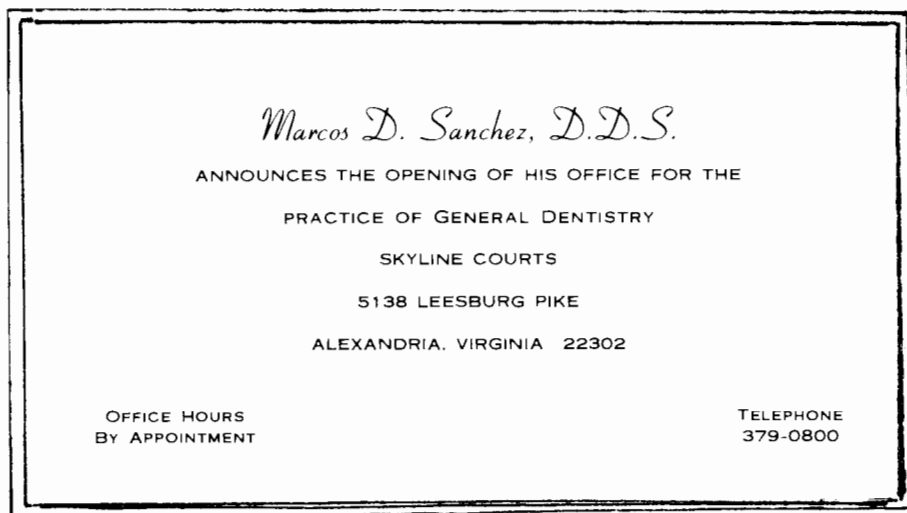
The Chairman of the Covenants Committee will be Marjorie Levitan, 405-W. The Secretary will be Deanna Hammond, 701-W.

A Hearings Subcommittee will be chaired by W. Howard McClennan, 414-W. Members of the Covenants Committee who will serve on hearings panels are Christobel Bicksler, Ann Casey, Elizabeth Grant and Milton Kaminsky.

A Rules Subcommittee will be chaired by Frederick Murrill, 412-E. Members of this Subcommittee are Vera Church, Tolise Gathings, Kenneth Gresko, Frank Kemler, Dolores Littles, Ross MacAskill and John Paoletta.

The Covenants Committee meets each month. Its meeting dates are announced in the Calendar of Events, monthly, in The House Special and on the bulletin boards. All unit owners and residents are urged to participate.

* * * * *



RECREATION COMMITTEE

Babs James, Co-Chairman

Well, fellow residents, we had to cancel yet another trip. To fill the bus, we needed 47 people. Only 28 signed up as of five days prior to departing for Charlestown. Is there some reason that you don't support outings that are planned for your enjoyment? The new Board would like to have an answer to this question. This committee was organized to get each and every one involved in social activities. We know that not everyone will attend all functions, but WHY aren't we getting even half? Let us have your comments!

* * * * *

Bingo: Pat Dews and Carroll Thompson have finally (after nine months of politics) received the license from Fairfax County to have BINGO at Skyline House. Don Kerlin has agreed to lend us his bingo cards, knowledge and voice to run the first game on Thursday, June 24.

Since I'm writing this before the game and you won't receive The House Special until after the game, I can't tell you the outcome, BUT we are playing BINGO every fourth Thursday of each month. The next game will be July 22 in the East Party Room at 8:00 p.m. There will be prizes and cash.

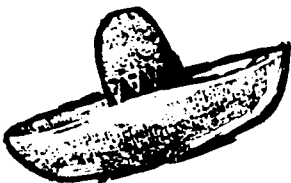
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Flea Mart: Our third Skyline House Flea Mart held June 18 was a great success. Approximately 150 residents and guests made the rounds, and, as in previous Mart evenings, there was as much socializing as purchasing. Baked goods, prepared by residents, continues to be so popular that we propose to change the name of the event to "Flea Mart and Bake Sale." The 50-50 Raffle was won by Alfredo Sobrero. Our special thanks to Bernice Kaminsky, who worked so diligently on this Great Evening.

* * * * *

Betty and Charlie Moore are retiring for two months. During their retirement, Pat and Harry Dews have consented to run the TGIF on the date of July 2 in the East Party Room. We thank Pat and Harry in advance. Congratulations to Mimi Frank, who won the raffle at the June TGIF.

* * * * *



Hola Amigos! We don't promise you will leave the East Party Room speaking Spanish. However, if you make a reservation for the Mexican Dinner to be offered Wednesday, July 14 (served from 7:00 to 7:30 p.m.), we DO promise you dinner in the Latin style: enchiladas, arroz, frijoles, ensalada, and cajeta. Those wishing to accompany these delicacies with "vino" should bring their own supply. The price is \$3.75 per person; guests are welcome; leave check with reservation request. Pick up a flyer at the front desk and make your reservation early. Maria Boykin and her sister, Elsa Paez, are preparing this Mexican extravaganza.

* * * * *

Swimnastics: Co-ed swimnastic exercise programs are in the works! We plan to have ten morning and ten evening classes. Morning sessions start July 5, from 9:00 to 10:00; evening classes will begin Wednesday, July 7, 7:30 to 8:30. Cost will be \$10.00 per person for each ten-week session. Sign-up forms are available at the lobby desk. Meetcha at our pool!

* * * * *



Monday Night Bridge: Monday night bridge games in the East Card Room are getting better all the time. We now have 24 people in the club. Everyone is invited to join us and bring your friends. Our regular players include one couple from the Plaza, one couple from the Towers and two people from Alexandria. The balance are from the House. You do not need a partner. There are always singles. We like to start promptly at 7:30 p.m. so that we may be finished by 9:30 or not later than 10:00 p.m. It makes for a most pleasant evening. For further information, call Dick Atchison or Vera Church. Smokers are asked to bring their own ash trays.

Did you know that you can play bridge every day and some evenings at different recreation centers throughout Arlington County? This is not the case in Fairfax County. If anyone is interested in the different locations, please see Babs.

* * * * *

We have had a few resignations this month. Al Lund resigned as Treasurer, Muriel McClennan resigned as Co-Chairman. The Office of Secretary has been vacant.

Well, by golly, the Recreation Committee is now fully organized with some old and new members. They are as follows:

Chairpersons	- Babs James	1715E
	Gladys Manrique	108E
Vice Chairpersons	- Connie Bredice	1716E
	Jeanne Levy	1512E
Treasurer	- Dick Atchison	1101E
Secretary	- Marie Boykin	914W

With a Board like we now have, we should be dynamite. All we need is your support!! Let us hear your comments and suggestions and even criticisms. You are welcome to join the Recreation Committee. The meetings are at 8 p.m. the first Thursday of each month in the West Card Room. See you there!

* * * * *

NOTICE: Advertisements appearing in this Newsletter do not constitute endorsement nor reflect approval thereof by Skyline House Condominium Association or its Board of Directors.

Diary for Wednesday night, June 16, 1982. It is 11:15 p.m.

Start a spot survey to note the number of units in the West Building having extra lock protection. Can't help but think how anyone having only the original standard lock is vulnerable not only to being picked, but also to duplicate keys from way back in construction days. Note one unit door left open on the 17th floor. What an invitation!

Return to my floor about 11:30 p.m. Upon leaving elevator, odor of something burning on a stove is in the hallway. Call receptionist and request him to send security guard up and call my next door neighbor to see if he has something on the stove. He doesn't. Security Guard Worthy and I ascertain burning smell coming from unit across hall. Despite phoning, knocking and walkie-talkie noise, no one in apartment answers -- smoke now visible seeping out of door. Call 911 and in almost no time hear the sirens indicating firemen on way. Firemen arrive at unit quickly and are preparing to break locks to enter when voices are finally heard from inside and occupants open door.

Firemen enter. Apartment full of smoke, but smoke detector gave no warning. Occupants in pajamas, apparently had been asleep and didn't hear all the racket. Heavy duty fans used to blow out smoke. No fatalities or injuries, fortunately, but there could have been from smoke inhalation in not too many more minutes.

Lessons learned:

1. When smell of smoke was first noticed, I should have called 911 and then the desk. While Guard Worthy and I were locating the source of the smoke and trying to get the attention of occupants, we lost a few precious minutes of time. Frankly, it is difficult to overcome a hesitation to call 911 when one thinks that the problem can quickly be squelched if one can locate it and notify the occupants, but minutes are vital and any doubt should be resolved in favor of calling 911 immediately!!!

2. The key problem here was that the smoke detector did not go off. How about your detector -- when was it last tested? Test it today by pushing the button on the bottom in the center.

3. Next to "pick resistant" locks, your eyes and nose may be our best security devices. Any time you are in the halls, look for security weaknesses like open doors or suspicious persons and, depending on the situation, call 911 or the desk. If your nose senses smoke, don't ignore it -- see #1.

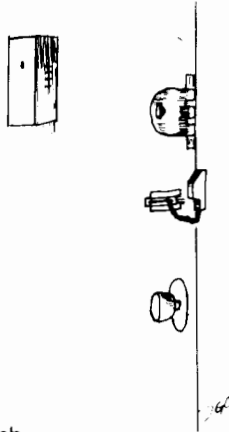
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When You're At Home

If you live alone you should list only your last name and first name initial in the telephone directory, on your mail box and your apartment door.

Keep doors and accessible windows locked at all times. This also means when you plan to be out for just a few minutes. A few minutes is all the time a burglar needs.

All outside doors should be equipped with:



- a) a deadbolt lock
- b) a peephole
- c) a chain guard latch

An inexpensive battery operated alarm which sounds when a door or window is opened is excellent protection.

Install a lock on your bedroom door.

Install a telephone beside your bed. If you are awakened by someone breaking into your home you will still have time to call the police.

Tape the police emergency telephone number on the telephone.

* * * * *

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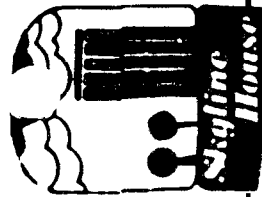
TELEPHONE
578-4221

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The HOUSE SPECIAL

Board Member Liaison	- Barbara Bear
Editor	- Marden Kimball 513-W 820-1373
Letters Editor	- Elizabeth Grant 1408-W
Secretarial Editor	- Kathleen Jeck
Calendar of Events	- Pat Dews 1712-E

Items for The HOUSE SPECIAL must
be submitted to the Editors be-
fore the 20th of the month pre-
ceding publication.



SKYLINE HOUSE UNIT
OWNERS ASSOCIATION

CALENDAR OF EVENTS FOR

JULY

1982

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																																														
<div><div>JUNE 1982</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table></div> <div>Independence Day</div> <div></div>	S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<div><div>AUGUST 1982</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table></div> <div>Swimnastics * 5</div> <div>9 AM Pool</div> <div>Architectural Planning & Control Comm. 8 PM WCR</div> <div>BRIDGE ♠ ♣</div> <div>7:30 PM ECR</div>	S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				<div>WPR West Party Rm. WCR West Card Rm. ECR East Card Rm. EPR East Party Rm. * Reservations Required (see back)</div> <div>6</div> <div>Happy Hour 6:30 PM Pool Promenade Financial Mgmt. & Admin. Comm. 8 PM WCR</div>	<div>COMING EVENTS: Aug 6 - TGIF Aug 26 - BINGO</div> <div>7</div> <div>Slimnastics * 7 PM EPR</div> <div>Swimnastics * 7:30 PM Pool</div>	<div>Recreation Committee 8 PM WCR</div> <div>1</div> <div>Physical Plant Operations Comm. 8 PM WCR</div>	<div>Cocktail Party 6:30 PM EPR</div> <div>2</div> <div>9</div>	<div><div>BINGO</div><table><tr><td>2</td><td>23</td><td>45</td><td>33</td><td>71</td></tr><tr><td>6</td><td>21</td><td>36</td><td>35</td><td>41</td></tr><tr><td>14</td><td>27</td><td>32</td><td>32</td><td>63</td></tr><tr><td>13</td><td>16</td><td>38</td><td>43</td><td>64</td></tr><tr><td>15</td><td>28</td><td>32</td><td>47</td><td>70</td></tr></table></div> <div>BINGO 8 PM WPR</div> <div>22</div> <div>23</div>	2	23	45	33	71	6	21	36	35	41	14	27	32	32	63	13	16	38	43	64	15	28	32	47	70	<div>31</div> <div>July</div>
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*** THIS MONTH'S EVENTS ***

Friday Night Cocktail Party - Friday, July 2, 1982, 6:30 PM East Party Room. Everyone's invited: singles, couples, and guests of both. No charge. No reservations required. Bring your own drinks, mixes and, if you wish, snacks to share. Casual dress. Come join us!

BINGO - Thursday, July 22, 8:00 PM West Party Room. Cash and other prizes.

MEXICAN DINNER - Wednesday, July 14, 7:00 PM East Party Room. Reservations required by July 10 - look for flyers. Menu: Chicken Enchilada, Arroz a la Mexicana, Frijoles, Ensalada, Cajeta, Fritos, Coffee and Tea.

Tuesday Night Happy Hours - Every Tuesday, at the pool promenade (outside pool area), 6:30 PM. Bring your own drinks, ice and nonbreakable cups.

Slimnastics - Wednesday night classes continue, 7 PM East Party Room. Note: July 14 class to be held in West Party Room. Advance reservations required.

Swimnastics - Ten week classes begin July 5, Monday mornings (9AM - 10 AM) and July 7, Wednesday evenings (7:30 PM - 8:30 PM). Classes held in the pool. Look for sign up sheets at lobby desk.

Bridge - No partner needed for duplicate bridge. Every Monday, 7:30 PM East Card Room. For more information contact Dick Atchison, 1101E.

Committee Meetings - All meetings held at 8:00 PM:

Architectural Planning & Control - Monday, July 5, West Card Room

Community Relations - Tuesday, July 13, East Card Room

Covenants - to be announced.

Financial Management & Administration - Tuesday, July 6, West Card Room

Physical Plant Operations - Thursday, July 8, West Card Room

Recreation - Thursday, July 1, West Card Room

Security & Fire Safety - Tuesday, July 27, West Card Room

Covenants Committee July 29 ECR

Board of Directors' Meeting - Tuesday, July 20, 7:30 PM West Card Room

*** COMING EVENTS ***

Aug 6 - regular monthly TGIF

BINGO - Thursday, Aug. 26

Committees - Please reserve card and/or party rooms in advance for your activities so that they'll be listed in the Skyline House Calendar.

Contact Pat Dews, 1712E, with information for August calendar by July 17.

COMMUNITY NOTES

The Community Relations Committee announced new officers at its June 8, 1982 meeting. They are: Elizabeth Grant, Chairman; Helen Wiener, Vice-Chairman; Kathleen Jeck, Secretary. There will be no further scheduled meetings of the Committee until September 14, 1982.

Matters of on-going interest to the Committee include:

Installation of a bus shelter on the south side of George Mason Drive. We hope to know by October whether we shall have one of the 21 locations authorized this year by the Fairfax County Office of Transportation, with which office the Committee is in frequent contact.

Instructions for use of the equipment in the Exercise Room. The Resident Manager is in contact with the equipment manufacturers and local dealers and hopes to have information and illustrative charts available soon.

Additional coordinated information space in the East and West Building mail lobbies. The Recreation Committee and the Architectural Planning and Control Committee, as well as our committee, are jointly looking into design, size and cost and plan to have a proposal before the Board of Directors within the month.

Floor Representative Network. The Subcommittee has prepared a detailed outline of the functions of the floor representatives and writing of a manual is under way. All residents of Skyline House will have a valuable resource in this network, since each floor representative will function as a source of information about what is going on in our community. The network will provide a means for bringing to the attention of the appropriate groups suggestions for improving services and facilities and voicing dissatisfactions of various kinds. It will also be of assistance to other committees in testing reactions to various proposals and issues, such as revised rules and regulations of the condominium.

The American Red Cross Blood Service needs you. If you have type "O" blood and can be a donor, please call 829-2152 to learn what locations and what times will be most convenient for you. This is an emergency situation; supplies are so low that some surgery may have to be postponed. Here is an opportunity for some of us to involve ourselves in the welfare of our larger "community."

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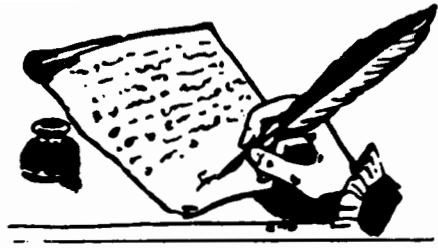
It appears that some residents are taking a shortcut to the street by stomping through the shrubbery and climbing over the wall. Now everyone knows exercise is beneficial to the health, but rationality suggests that an equal amount of energy would be expended by taking a few extra steps and reaching one's destination via the paved areas. All of us interested in keeping our grounds beautiful would thank you, the offender . . . and the endangered plants CERTAINLY would!

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New parking signs have been placed on both sides of George Mason Drive. Several car owners have learned this to their sorrow by way of messages from the traffic policemen. So if you have been accustomed to parking on the street, DO check that you are not using one of the recently prohibited areas.

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LETTERS



To the Editor, The House Special:

SUBSCRIPTION TV ALERT

I was disappointed when I received the "Subscription TV Survey" in April -- disappointed by the lack of significant information on which to base a choice. We were asked to check one of three options:

1. No subscription TV.
2. Subscription TV on an individual basis.
3. The Unit Owners' Association contracting for a service on a bulk basis; all units having about 4% added to the condo fee.

Since this survey was being taken "in order to obtain a measure of the interest in subscription TV here at Skyline House," I cooperated by checking my choice of the options presented and returning the form. I expected, naturally, a more comprehensive follow-up.

At the monthly meeting of the Board of Directors on June 15, board member Edward Stolarun presented the results of this preliminary survey. I was aghast to hear him consider the results a mandate for going ahead and securing a bulk subscription TV service for Skyline House.

Two of the other board members, Wynfred Joshua and Robert Lowry, were quick to point out that the results of the survey did not justify the conclusion drawn by Mr. Stolarun. Fortunately, instead of a recommendation by the Board to go ahead with a bulk TV service, as proposed by Mr. Stolarun, a motion was passed to have the management agent get bids from a number of subscription TV services for both bulk and individual costs.

I think that we need more information than just bids -- we need complete information on all aspects of the presently available TV services. I am writing this letter for the purpose of alerting unit owners and residents to a potential threat to their rights. Their right to limit their fees for services and their right to choose the kind and quality of TV signal beamed into their units.

First of all, paying for a bulk TV subscription whether one wants it or not is not the same thing as paying for the upkeep of a swimming pool one may not use. Having the costs for extra TV access added to our condo fee is vastly different. When we purchased our units we knew that we would not utilize all of the services the developer had decided the condominium association would provide; we accepted them as a part of the package we were buying. Many of us chose Skyline City over complexes like Watergate at Alexandria and the Rotunda because those places had gone overboard on planned recreational resources paid for out of the purchase price and maintained by the condo fee. We wanted to reserve the option of spending our discretionary funds where it best suited us. It follows that proposed additions to our present facilities should be carefully considered.

The second threat may be more annoying than the raising of our condo fee. Residents, especially those not hooking up to a subscription TV service, should be aware of several insidious possibilities that will not be apparent until it is too late:

1. A subscription TV signal added to our master TV antenna system could interfere with the reception of the TV signal we now receive. There may be ghosts and static. I have had experience with this problem, and I understand this problem presently exists at Skyline Plaza.

2. When residents not connected to the subscription TV find they are forced to accept the service because their formerly good TV signal is terrible, they may find themselves affronted by the programming they are subsidizing.

My suggestion to owners and residents is to let the Board of Directors know that you expect careful research and evaluation given to this matter. Write a note to the Secretary of the Board of Directors. Do not wait until it is too late. Do not assume that enough other people will respond, making your effort unnecessary.

Margaret Gassler
1107-E

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BURGLARY AT SKYLINE HOUSE!

During the daylight hours of Wednesday, June 3, an eleventh floor unit of the West Building was entered by a burglar. A small amount of cash and several thousands of dollars of jewelry were stolen. Recovery is considered unlikely. Although the burglar might have had a key, it is believed more likely the thief entered the unit by picking the standard door lock. Police advise that the standard Skyline House door lock can be defeated by an experienced thief almost as quickly as if the burglar had a key!

There are at least two lessons to be learned. First, the thief was in the building. The security of your unit, therefore, depends on you. A key step to enhance your security is the installation of a "pick resistant" top quality lock cylinder for your door.

Second, although no item stolen exceeded the individual limit of the unit owners' theft insurance policy, and despite a "full replacement cost" rider to the policy, another clause in their insurance policy will limit the unit owners to recovery of less than half the replacement value of the stolen items.

Please be aware of and report to the front desk -- and the Fairfax County Police -- any suspicious activity or person.

We wish to advise our neighbors to consider installing "pick resistant" Medeco type door locks, increasing vigilance, and closer attention to the terms of their insurance policies.

The Victims

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From Management



LOBBY ENTRANCE PROCEDURES

All desk personnel have been instructed to adhere to the following procedures for entrance into the main lobby:

1. All guests will be requested to remain in the vestibule until the resident is advised they have a visitor. When the resident advises the desk clerk to admit the guest, they will then be admitted into the lobby for a parking permit.
2. All residents are requested to use their building key. The desk clerks do not recognize all residents, therefore please do not expect the desk clerk to open the door for you.
3. When the doorman is on duty, he will open the door and he will direct your guests to the front desk to be announced and given a parking permit.

We have tightened up our procedures for admitting people into the building in hopes that we can prevent any further breach of security. Please advise your guests of our procedures so they will know what to expect when they come to visit.

Anytime you see a door which does not close properly please advise the desk. Your help will also be appreciated concerning the overhead doors at the loading docks. If the door is unattended and open, please call the desk.

SECURITY ROPES IN THE LOBBY

The ropes have been placed in the lobby on a trial basis to direct all guests to the front desk. If the ropes are approved by the Board and Committees, a color will be selected which will blend with the color scheme in the lobby.

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TOWING

In the last two issues of the House Special, residents have expressed concern over procedures for towing by the front desk.

First of all, we would like all vehicles to be registered in the Management Office. You will be requested to fill out two ID cards and be given a sticker with a number for the back of your rearview mirror. We file your registration cards by sticker number, apartment number and parking space number. If you do not have a sticker, please obtain one.

* Employees are familiar with our filing system and will be glad to assist you when a vehicle is parked in your space. You will need to give the sticker number to the desk clerk and they will call the unit for which the vehicle is registered. If the desk is unable to reach the person parked in your space, you may request that a tow truck be called. We use J & D Towing because their trucks can maneuver within our garage and they have a storage facility for impounded vehicles which is required by Fairfax County. However, you may call any towing company you wish. If you decide to use J & D's services, you must sign the towing slip. The desk personnel cannot do this for you since you are the owner of the space.

Vehicles parked in guest parking or handicap parking without proper identification, (valid guest parking permit or handicap license plates or handicap decal) will be towed by Management. Please tell your guests about our parking permit requirement. We would also like to state again that parking by residents in guest parking is permitted for one hour only. Of course, if your vehicle is not identified by a resident's sticker or a guest parking permit we have no way of contacting you before the vehicle is towed. Your cooperation is necessary to make our guest parking system work.

IS YOUR CIGARETTE BURNING ANOTHER RESIDENTS BALCONY CARPET?

We would like to address all smokers who might be tempted to throw cigarettes from the balcony and advise them that this is a dangerous matter as well as a litter problem. Cigarettes which have not been put out and are thrown from the balcony are burning balcony carpets. If they land on the ground, they become a litter problem. Please use an ashtray on your balcony.



FIRE LANE PARKING

All vehicles left unattended in the designated fire lane (yellow painted curbs and fire lane signs) will be towed. We find that many people are leaving their vehicles in the circle at the main entrance and going to an apartment. Others leave their vehicles at the West entrance in the main driveway. Not only does this cause traffic congestion, but if a fire truck arrived, they would not be able to get to the fire plugs. Another area is the loading docks, particularly the East building. Loading docks are for loading and unloading and vehicles may not be left unattended. We would like to remind owners with spaces in the East loading dock area they they have purchased one space not a tandem space and that if vehicles are parked behind one another they will be towed.

