



The

House Special

VOLUME IX

NOVEMBER 1989

No. 11

NOTES FROM THE BOARD

Dave Harvey, Vice President

The Board of Directors of Skyline House met on 18 October 1989 in the West Card Room for their monthly meeting. There were about 45 visitors present. Highlights of that meeting are given below.

Dave Harvey, the Acting President of Skyline House, gave his report. The first item concerned access to the garage by Fairfax County police patrols. At present, all of the Condos in the Skyline area, except for Skyline House, have given garage access cards to the police so they can patrol these areas on an irregular basis. Based on the unanimous recommendation of the Security and Safety Committee and other factors, the Board voted to allow them access. Thanks went out to Larry Ingels, on behalf of all owners, for his excellent work as President, Treasurer and Director of Skyline House over the past several years. His valuable contributions will be sorely missed by all. He noted that a meeting report from the Skyline House representative, Nancy Harvey, to the Mason District of Civic Associations was received. That meeting concerned issues relating to zoning and transportation bonds. In the case of zoning, presently property that is zoned for warehouses and other

low rise buildings can be used to put up high rise buildings without getting a change in zoning. Fairfax County would like to change that so that additional approval is needed before putting up a high rise building. There's a possibility that the state legislature will take this away right from the County in the future. In the matter of transportation bonds, Fairfax County is considering using revenue bonds for transportation work which do not require voter approval. Revenue bonds are guaranteed by use taxes and fees rather than property taxes which is the usual case. There was also a talk, at the Mason District meeting, by the senior administrative officer of Jefferson Hospital on the subject of rising costs of health care in the 1990's. Many in the future will not be able to afford quality health care and will be forced to go to designated health professional plans such as HMO's in order to afford such health care. The last item of the report concerned a letter that the Board had received from a group of former Board members. In that letter they allege that the current Board of Directors of Skyline House is considering the possibility of changing our current form of management. That matter is not being considered by the Board at all. At the special board meeting on the 5th of September, the Board decided to set up a committee consisting of some

(continued next page)

FROM THE BOARD (continued)

HAPPY THANKSGIVING

board members and one representative from the Physical Plant and Operations Committee and one from the Finance and Administration Committee for the purpose of investigating alternative management arrangements. The Committee has been meeting regularly since then and will continue to meet, discuss and investigate alternatives before finally coming back to the Board with conclusions and recommendations. The Board of Directors is not attempting to influence the deliberations of that committee in any way. Dave thought it was not appropriate to pre-judge this Board before it's even heard or acted on possible future recommendations of this Committee.

The next item on the agenda was filling the vacancy on the Board. The Board deferred action until the November meeting due to the concern of some Board members that there was no representation by women on the Board and some more time must be allowed to find women who would be willing to serve for this 4 month period. The Board voted David Tilson as the new President of Skyline House.

The Treasurer, Ed Bisqyer, then gave his report. He reported that interest rates on treasury bills are dropping. He announced that there is now a new head of accounting at Smith Management Co. and he and others will be meeting with her soon to go over all the concerns and problems we are having with the accounting department. He also reported that a corrected list of delinquents on the special assessment to a total of 13. He also reported that a copy of the annual general ledger was requested from C.E. Smith in July and we still have not received it. This is mainly due to records being lost by

Smith accounting department. I regard to our budget for legal expenses this year, we are now four times over budget due to our vigorous pursuit of the warranty suit against the Developer of Skyline House. Ed announced that the suit will be expensive. Another area that's over budget is postage and stationary supplies. This is mainly due to all the recent letters going to owners on a variety of subjects that were not planned for, such as the special meeting on October 31. The Treasurer's report was voted on and accepted by the Board.

Based on bids received, the Board voted to cancel our trash disposal contract with BFI and accept the proposal from Waste Management, Inc.

There was some discussion on the offer by the present balcony repair contractor to start on phase 2 this year in order to save some money that would be spent in mobilization costs. The Board, in view of the sensitivity of the issue and limited amount of time to evaluate the offer, voted to not accept the contractor's offer.

Dave Harvey next gave a short report on the Town meeting on Management that occurred on October 2. Forty one persons from the audience spoke and offered comments that could be classified into the following headings: complaints, concerns, suggestions and definitive opinions.

Dave Harvey then gave the results of the recent cable TV survey among owners. The details of that report are covered elsewhere in this newsletter. Based on the results of that survey, where 63% of those voting favored wiring our buildings for Media General, the Board voted to go ahead with the steps necessary to allow residents to subscribe to Media General if they so desire.

(continued on page 15)

CABLE TV SURVEY RESULTS

by Dave Harvey



Results of the recent survey of owners about Cable TV are now in. The ad-hoc Cable TV committee met on 17 October 1989 to count the responses to the survey questions and review the comments. A total of 201 owners returned their survey forms. Of those 201 owners the following are the responses to the questions:

1. Are you willing to permit Media General to wire Skyline House to provide cable TV service?

Yes: 63 percent

No: 37 percent

No opinion: 9 percent

2. If Media General does wire the Skyline House for cable, would you subscribe to their service?

Yes: 32 percent

No: 37 percent

Undecided: 25 percent

3. Are you presently or previously a subscriber to Washington Cable?

Yes: 32 percent

No: 67 percent

4. Based on your own experience as a present or former subscriber to Washington Cable, are you or were you satisfied with their service?

Yes: 15 percent

No: 28 percent

There was also a space at the bottom of the form for owners to provide comments. Of the total respondents, 54 percent provided comments. Most of the comments served to amplify or expand on the yes or no votes on the questions. There were some comments, however, that either asked questions or provided recommendations or suggestions on implementation of installation if Media General was allowed to proceed

with providing their services. The remaining part of this report will try and clarify or answer some of those comments.

If Media General does wire the building, there would not be charges assessed to owners or The Association for the installation of the cable and other equipment in the common areas. Initial installation of cable within owner's unit will be free. Owners would have to sign up to subscribe in order for the cable to be installed within the owner's unit, but as was noted by the Media General representative at the Cable TV meeting, there is no minimum subscription period required, so the service could be cancelled after a short period of time after installation. There will be no increase in condo fees due to Media General. All monthly subscription costs will be born by those signing up for their services.

Some comments were about the poor quality of signals on the Master TV lines that exists today. Management is attempting to get some bids for a contract to provide full maintenance to the system. Such a contract would be in place of the "trouble shooting" approach now being used.

Another comment asked about the options available from Media General and their costs. Promotional material from Media General was available at the front desk when the survey was being conducted that described the options available and the costs. Some extra copies of the material are available in the Management office, however, Media General has announced an increase in

(continued on page 13)

THE HOUSE SPECIAL

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LETTERS TO THE EDITOR: THE HOUSE SPECIAL welcomes brief comments from readers. Please limit your letters to 250 words. The letter shall be signed and contain the unit number. The Condominium Association Board reserves the right to refrain from publishing incorrect or improper statements.

ADVERTISING. If there are service and/or trades people with whom you have dealt successfully with, why not let Tony DiSalvo know so that he can pursue them as advertisers.

Advertisements appearing in THE HOUSE SPECIAL do not constitute endorsement nor reflect approval thereof by the Skyline House Condominium Association.

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NEWSLETTER DEADLINES

Committee Chairpersons are reminded that the deadline for the Newsletter is the 20th of each month. In the event that the committee meets after that date, please contact the Editor so that report may be included.



J.T. SATTERWHITE
PRESIDENT



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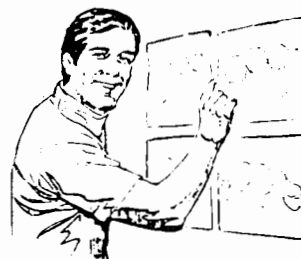


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Committee Reports

RECREATION COMMITTEE

Carroll Thompson, Chairman

Autumn has been a mixed bag this year, some dreary rainy days and some that have been crisp, clear and beautiful.

It rained on our parade...that is the first time it rained the day of the Atlantic City trip. While weather was not cooperating the trip was relaxing and pleasant inside a new style, handsomely designed bus. Passengers who were regulars on this trip welcomed the first timers. A great time was had by all.

Thanks to Millie Foley we enjoyed three movies on the two, bus equipped video screens. As planner, organizer and hostess Mimi Frank again did a great job. Fresh donuts, compliments of the Recreation Committee, were enjoyed by all. Thank you Mimi for arranging another fling to Atlantic City. Shall we plan on a trip to the casinos in the Spring of 1990?

Thanks to Joan Collins who kept the October TGIF moving right along. Being a regular at these gatherings has "prepared" Joan to step in and carry on, which she does very well.

There will be a report on the Mexican Dinner in the December issue.

TGIF on November 3 is one you should not miss. It will be the last one attended by Bernice and Milton Kaminsky as residents of Skyline House. They are moving to Maryland. Leisure World's gain is our lose. We will miss these two dedicated and talented members of the Recreation Committee and as residents of Skyline House. Come by and wish them well.

There will be no December TGIF. As usual we will have our annual swing into the Holiday Party on Saturday, December 9. Mark your calendar.

RECREATION COMMITTEE COMING EVENTS

Nov 3	TGIF, East Party Room
Nov 8	Recreation Com. Meeting 7:30 pm, East Card Room
Dec 9	TGI Sat Holiday Party West Party Room
Dec 13	Recreation Com. Meeting 7:30 pm, West Card Room

EMPLOYEES' HOLIDAY FUND

This is to alert all residents of Skyline House that our annual Holiday Fund Campaign will open late in November. This campaign is to reward the employees of Skyline House, who have served us faithfully during the past year, by showing our appreciation for their efforts on our behalf.

Millie Foley has offered to organize this year's appeal. You will receive further information at a later date and we are looking forward to the usual generous response.



Committee Reports



PHYSICAL PLANT & OPERATIONS COMMITTEE Ed Eng, Chairman

The October meeting of the Physical Plant and Operations Committee (PPOC) was held on Thursday, October 5 at 8:00 p.m. in the West Card Room. It was called to order by Chairman, Ed Eng. There were 20 people present, including two members of the Board of Directors.

The Board's representative to the PPOC presented actions taken by the Board at its September meeting. The snow removal contract was approved, and the board agreed to the Association replacing tiles on the balconies which were damaged during the balcony repair project. There was discussion of a proposal by Palmer to be allowed to leave their equipment at Skyline House until Phase 2 of the balcony repairs started next year. By doing so they could reduce the cost of the contract by eight to ten thousand dollars. However such permission would be an implicit agreement that Palmer would be authorized to go on with Phase 2. They had to know of our decision by October 13, 1989. The Board was not willing to make such a commitment without adequate time for consideration of information not presently available, in view of the issues and controversy surrounding the balcony repair project.

There was a discussion of several contracts coming up for renewal. The renewal of contracts for snow removal and condominium insurance has already been approved by the Board.

Regarding renewal of the trash removal contract, Smith put it out for bids. Waste Management and BFI (the present trash removal company)

submitted bids. Waste Management was \$30 per pull cheaper than BFI, and would charge significantly less for cleaning the trash area. Shortly thereafter BFI lowered their bid for pulls, but not for cleaning the trash area. PPOC voted unanimously that it recommend to the Board switching to Waste Management.

Regarding renewal of the contract for elevator maintenance and repairs, it was agreed unanimously that records of problems, maintenance logs, adequacy of service, etc. should be kept for review by the PPOC prior to the next renewal of the contract. The basic problem is that the expertise and experience needed to evaluate a technical contract properly is not always available among committee members and other interested residents. The Chairman indicated that the Board should be told that fact. He also said that he would come up with a better procedure for evaluating contracts.

There was a lengthy discussion of Position Descriptions (PDs) for people who work at Skyline House, especially the PDs of four key people: the resident manager, her assistant, the chief engineer and his assistant. Deficiencies in PDs were identified in such areas as security, energy conservation, inspections, evaluation of contractor performance, etc. There was a long discussion of the problems we are experiencing with the operation of the front desk. A motion was passed unanimously to ask the Board to request from Smith copies of the PDs. A motion also passed unanimously that the person who is on call during non-business hours for emergencies should be identified by a sign at the front desk.

(continued on page 15)

From Management

PICK UPS IN LOADING AREAS

If someone is picking you up in the East or West Loading Areas, please arrange to be physically present in those areas at the prearranged pick up time. Advise the individual who will pick you up that you will make every effort to be at the designated pick up point at the proper time and that if YOU ARE UNAVOIDABLY DELAYED your pick up should drive up to the front lobby and have the desk clerk call you to advise that your driver is waiting. The blasting of horns caused by YOUR failure to arrive on time will NOT be tolerated!



WASHING MACHINE HOSES

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



DRYER DUCT CLEANING

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

MANAGEMENT OFFICE



The Management Office will be closed Thursday and Friday, November 23 and 24 for the Thanksgiving holiday. The office will be opened Saturday, November 25 from 9:00 a.m. to noon.

BICYCLES

There are still a few bicycles in the bike room that do not have stickers. Please register your bike by November 30, 1989. All bikes must be registered and stickered. Bicycles not registered will be removed on November 30.

ENTRY INTO UNITS



An admit slip MUST BE filled out and left at the front desk or on file at the Management Office for cleaning people or guests you may have in your unit. If they get locked out, management needs permission from the owner to help them back into the unit. Remember - no permission slip - no enter.

VIRGINIA POWER



Virginia Power reported that they believe they found the reason as to why we had interrupted and the emergency generator had to kick on. At first they reported that it was tree limbs. The last report was that a loop tie switch exploded and had to be replaced. Let's hope that the problem has been repaired and we do not have to reset all our clocks.

Sting Security Company patrols Skyline House daily. They are on duty from 8 p.m. to 7 a.m. Sunday through Thursday and 6 p.m. to 7 a.m. Friday and Saturday.

NOVEMBER

1989



SUN

MON

TUE









WED

THU

FRI

SAT

*Happy
Thanksgiving*

			1 	2 PHYSICAL PLANT ECR, 8:00 P.M.	3 T.G.I.F. ECR, 6:30 P.M. 	4
5 	6	7 ELECTION DAY DO IT YOUR WAY THE AMERICAN WAY VOTE	8 RECREATION COM. ECR, 7:30 P.M.	9 SECURITY COM. WCR, 7:30 P.M.	10	11 VETERAN'S DAY 
12	13	14 FINANCIAL MGMT. WCR, 7:30 P.M.	15	16 COVENANTS COM. ECR, 7:30 P.M.	17	18
19	20 	21 BOARD OF DIRECTORS ECR, 7:30 P.M.	22	23 THANKSGIVING DAY 	24	25
26 	27	28	29	30	Vet's Day 	

Committee Reports

COVENANTS COMMITTEE

Howie McClennan, Chairman

The meeting started at 7:30 p.m. with 17 members present. The first order of business was the adoption of the June meeting with four corrections made. No meetings were held in July or August.

During the months of June, July and the first half of September, there were 16 cars towed away for various violations.

During the months of June and July there were many violations to our Rules and Regulations. A total of 17 violations were read and discussed and what action was taken by management. The violations were in the following areas: (1) Trash being thrown from the balcony of the East Building. (2) Newspapers being tied up and left in piles outside a ninth floor door of the East Building. (3) Children playing in hallway of the third floor of the West Building. (4) Paint cans in three different storage bins in the storage room. (5) Movers using the passenger elevator. (6) Garage Exit door stuck open. (7) Motorcycle parked on sidewalk in front of building. (8) Person locked out of unit and when they went down to desk for assistance they were told that there was no key for that unit although the owner had provided one as requested and had used it once before. The door had to be forced open causing damage to the door and lock. The unit owner said there were two issues involved. What happened to the key and the matter of entry into a unit owner's unit. (9) Parking in the Fire Lane, Sting refused to take action when it was reported to them. (10) Several members complained that the front desk (certain ones) do not know what

to do when they are called. (11) Several complaints about the door to the loading dock being blocked for long periods of time by parked cars. (12) A complaint about bed spreads being shaken over side of balcony in the West Building. (13) Empty paint cans being stored in storage room outside of bins causing a fire hazard. (14) A motorcycle being stored in the bicycle room. (15) Papers and trash in hallway on the 16th floor of the East Building. (16) Noise caused by children running up and down on the 16th floor of the East Building. (17) Illegal parking of cars in guests space without parking permits. Unit owner given parking permit after he was banned before for several violations.

The Chairman announced that he had received a letter from President Ingels about management going into units in an emergency. He had requested the Association Attorney prepare a letter on the proper procedure for same. After a long debate on this question it was moved, seconded and carried that the committee respond to the President's request that we have the Attorney draft a letter authorizing management to enter the unit in cases of emergency and that the letter be sent to all unit owners asking them if they agreed with this to sign the letter and return it to management.

The meeting was adjourned at 9:30 p.m.

**We Salute
our
Veterans**



Committee Reports

SECURITY AND SAFETY COMMITTEE Rob Sherrer, Chairman



The monthly meeting of the Security and Safety Committee was held on October 13. Nine residents attended, including two attending for the first time. Given the many calls on residents' time, we try to keep discussions squarely focused on the topic at hand in order to complete business hopefully within an hour or an hour and a half at the outside. This meeting ran an hour and 15 minutes. Among the items discussed and other security-related matters that will be of interest to residents are the following:

Incidents recently occurring at Skyline House included (1) an extensive set of tools and equipment was stolen the first week of October from a resident's truck parked behind the East Building; (2) a hub cap was taken off a car parked in the East parking garage; (3) someone drove over ten bushes at the front lobby circle area.

The Fairfax County police officers who patrol the Skyline House area requested that they be provided two parking garage entry cards so they can patrol through the garage. At the Board's request, the committee considered the request and unanimously voted to recommend that the Board authorize issuing the cards. At its monthly meeting, the Board authorized issuance of the cards, and they have been delivered to the police. Police patrols through the garage should be a big plus for safety and security.

On October 12, the resident manager led a group of residents on a tour of security guard patrol routes. The guards pass a wide-ranging series of checkpoints located inside the buildings, from the penthouse to the bottom levels, on the grounds outside, and in the parking garage. The coverage is extensive, and it appears that we have been well served by this system to date.

Management purchased a reflectorized vest for the driver of the sweeper to wear so he would be more visible to passing motorists during his work. Lights were also installed on the sweeper to enhance its conspicuity. Ironically, the committee suggested to management that these safety precautions be taken, only to be informed that the actions had been taken the week before.

A resident reported that she noticed that the door next to the West freight elevator was propped open with a rock, and she closed it. A short time later the door was again propped open, and again she closed it. This is a good illustration of two points: how important to our security the many individual residents are and how careless, naive, and foolish a few others are in these matters.

Two facts about the "911" police emergency phone number: (1) You do not need a coin to dial "911" on a pay phone. Just pick up the receiver and dial; (2) A "911" call will almost always be answered on the first ring. Once it is answered, the name, address, and apartment number of the Skyline House caller will automatically appear on a computer

(continued on page 15)

CABLE TV (continued)

their rates effective January 1, 1990 which is listed below:

Full service:	\$21.95
Limited service:	10.95
HBO	10.95
Cinemax	10.95
Showtime	10.95
TMC	10.95
Disney	8.95
Bravo	8.95



As was explained at the Cable TV meeting by the Media General representative, there are discount package plans which lower some of these rates. More information about options and rates can be obtained by calling Media General at 378-8411. The remaining comments concerned the agreement that we would have with Media General and their various responsibilities with the installation. The final agreement with Media General will be reviewed again keeping those concerns in mind before being signed by Skyline House and changes, if necessary, will be made before the agreement is signed.

NEWCOMERS ORIENTATION



Your Newcomers Orientation Chairman has just returned from California and therefore has been unable to contact new residents. Therefore, if you have moved into Skyline House and have not availed themselves of the Community Relations Committee Newcomers Orientation Tour that encompasses their unit and other facilities of Skyline House, please leave your phone number and unit # for Tony DiSalvo (502E) at the Reception Desk. You will be contacted and arrangements for an orientation will be made.

JEFFERSON HOSPITAL VOLUNTEER PROGRAM Fairfax Hospital System



Jefferson Hospital, located near the intersection of Beauregard and Route 7, is seeking volunteers to provide support services to patients which contribute to the delivery of health care for patients and to the related well-being of their families.

Anyone interested in participating are requested to contact Beth Lehman-Marzullo, Director of Volunteer Services at 998-4973.

If you would like to talk to one of the Volunteers who lives in Skyline House, contact Nancy DiSalvo 824-1958.

GIANT FOOD SHUTTLE BUS



For your convenience, GIANT FOOD is continuing to operate a free shuttle bus service on TUESDAYS AND FRIDAYS from 9:30 a.m. to 12:30 p.m. Continuous round trips will be made between the Skyline buildings and the Giant Food store in Baileys Crossroads approximately every 30 minutes.

Shuttle will start at 9:30 a.m. at Skyline Towers, to Skyline Square, to SKYLINE HOUSE, Skyline Plaza and then to the Giant Food store. The bus will be properly identified.

HAVE YOU DONE YOUR GOOD DEED FOR THE DAY

When you are walking around the grounds of SKYLINE HOUSE or through the halls or lobby, do you pick up anything that someone has carelessly discarded on the floor or grounds. Remember this is your home. HELP KEEP IT CLEAN.

Letters & Etc.



Dear Editor:

I hope that Skyline House owners will join me in supporting the petition sponsored by five former Board members. The petition seeks to stop the Board from employing a property manager instead of awarding a contract to a qualified professional property management company. With an employee as a property manager, the Association would then have to hire (and manage) additional personnel or contract for all of the services that are provided by a typical property management company.

The implications on the quality of life, market value, mortgage availability when selling a unit, contract support, accounting and office record keeping, employee health and compensation benefits, computer systems access and operation, management and employee quality and stability, engineering support and other matters are most profound!

By supporting the petition, you will indicate to the Board that you agree with those of us who believe this action will be detrimental to the interests of the unit owners.

Gordon A. Frank, #1111W

SECURITY (continued)

screen in front of the operator/dispatcher, even if the caller immediately hangs up or the call is otherwise disconnected. If there is any such disconnection, the operator will immediately attempt to call back the originating party. If

no answer, a police car is dispatched at once to the residence.

PHYSICAL PLANT (continued)

Finally, it was discussed that new safety codes in some areas require that vertical bars in balcony railings be closer than 6" apart. Six inches is too wide because small children can fit through that space. PPOC voted to ask the Board to get a legal opinion on whether the Association is responsible for repositioning the vertical bars; and other concerns raised by this issue.

Due to the lateness of the hour the discussion on strategic planning goals was postponed. The meeting was adjourned at 10:15 p.m.



FROM THE BOARD (continued)

There followed some comments from the PPOC representative, Jack Herzig, on three items. First was a request for the existing job descriptions of condominium employees so they could be reviewed by the Committee. These will be provided. The next item concerned emergency procedures and the availability of telephone numbers of duty personnel. This matter was tabled until after the Front Desk Manual was revised and reviewed. The last item was for setting of the Board policy on balcony railings. The issue is of spacing between rails of the balconies that was recently discussed in the Washington Post. The Board requested that PPOC and the Covenants Committee look into this issue and give the Board their recommendations at a future meeting