

# The House Special



Volume 27 Issue 11

Skyline House

November 2007



## BOARD OF DIRECTORS

**President, Norman Baker**

The Board of Directors met on Wednesday, October 24<sup>th</sup>, and approved the 2008 Operating and Reserve Budget as submitted by the Financial Management Committee (FMC) in September 2007. The Budget sets a modest 2.65% increase in the condominium fee commencing January 1, 2008. Details on this increase will be sent to each unit owner during the next two months. The Budget also includes a responsible increase in the Reserves contributions to enable us to continue to maintain and improve our aging buildings while avoiding large special assessments. The Chair and members of the FMC, along with our Treasurer and Management spent long hours developing and justifying the 2008 Budget and deserve special *thanks* from all owners for their dedicated stewardship of the Association's finances. Copies of the approved 2008 Budget are available for your review in the Management Office

In last month's report, I failed to note and would like to now belatedly recognize that in early September, after successfully completing the ninety day probation period as Acting Deputy, Ms. Tycia Haight was offered and accepted the position of Deputy General Manager of Skyline House. Congratulations Tycia!

Board VP Maria Elena Schacknies chaired a well run meeting October 15<sup>th</sup> to identify residents interested in serving on an Ad Hoc Committee to conduct the Front Circle Landscape Design Project. Just 15 residents attended! Still, a Committee of 9 (including Maria Elena as Chair) was established comprised of five East and four West owners.

You will find a full report on the meeting elsewhere in this issue as well as a brief questionnaire for you to use to provide input to the Committee on your expectations with regard to the Front Circle. I encourage you to take time to thoughtfully complete it and submit it to the Committee's box at the front desk. The Committee needs your input no later than November 19<sup>th</sup>.

I, and the Board, wish everyone a happy Thanksgiving.



# MANAGEMENT

General Manager, Gusbey Silva

## East Building North & South Façade Restoration

Work on all Phase IV tiers has been completed. The final memo requesting information on any damage which may have occurred as a result of the façade work was sent to the last tiers completed in October, 01 & 16, with a due date of November 7<sup>th</sup>. While awaiting the damage reports from residents, the contractor is working on the demobilization and punch list items.

Removal of the form boards installed above windows was completed by the end of September. Ceiling restoration was completed during the first two weeks of October. Repairs/painting needed on window sills as of result of board removal are being performed as scheduled by each resident.

The landscaping repairs/replacement needed as a result of the East Building façade repairs will be performed in two phases to ensure the seeding, mulching and bed work are completed as soon as possible. The second phase will include replacement of plants and/or trees and will be done next spring if it cannot be completed this year due to weather. A portion of the 10% retained amount from the contract will not be reimbursed until landscaping restoration is satisfactorily completed.

## Unit Window Panes Replacement Project

The last day to sign up for this project was October 31, 2007. A total of 52 units took advantage of this project with a total of 145 glass panes ordered. 121 of these had been installed.

Unit owners may now contact the contractor directly if they wish to order new glass panes, rollers or screens for their windows. Please contact Tania for vendor information.

## Unit Doors and Garage Painting Project

The temporary painters included in this year's budget to assist the Association's painters with the work load generated by the façade repairs, started working on Monday, October 1<sup>st</sup> to continue the painting of the garage. In the first three weeks the temporary painters completed painting of all the ceiling beams of the C and B levels and also the center ramp ceilings of both levels.

The painting of all West Building unit doors began Tuesday, October 23<sup>rd</sup> and will be completed by the 15<sup>th</sup> of November. The painting of all East Building doors will start on November 27<sup>th</sup> with a completion date prior to the Holidays. The temporary painters are helping with the painting of the unit doors and also with the repairs and painting needed on the units' window sills as the result of the form board removal.



# INFO FROM THE ENGINEER

Chief Engineer, Greg Grimm

## HVAC\* System Repair And Replacement

\*The HVAC system, or heat pump, is the unit in your utility closet, next to your water heater, that produces heat and air conditioning for your unit.

Heating and cooling your condominium accounts for approximately 40% of your electric bill. Deficiencies in HVAC systems can have a great impact on how much extra money you spend on your utility bills. Making sure these HVAC systems are running in top shape can increase their efficiencies and save you money.

It is important to periodically evaluate your HVAC system. It is especially important not to wait until a crisis occurs. In assessing your present system, compare it with new, improved systems. An old HVAC system, even when it's running well, may not be energy efficient. In contrast, the best of the new HVAC systems are so efficient they may require about one half of the energy to operate.

## Repair Versus Replacement

Your first step is to decide if your present HVAC system operates properly. If your system is old, or has a serious malfunction that will cost several hundred dollars to fix, it

may be wise to replace it. As a general rule of thumb, if your system is more than ten years old and costs more than \$500 to fix, it should probably be replaced rather than repaired. If your system is old but not broken, deciding when to replace it can be difficult. Average life expectancy of HVAC systems in homes today is between 16 and 20 years. If your system is close to this age or older, it could malfunction at any time. If you have an original system in your condo, it is far past time to replace it. Skyline House In-Unit Maintenance staff can replace your existing HVAC system. Call or drop by the Management Office for more information.

### **Maintaining Your HVAC System**

Keeping your HVAC system well maintained and properly adjusted is important for every system regardless of its age. A qualified service person should periodically check, clean, and tune your system, not only for energy efficiency but also for safety. All systems should be tuned every year, unless the manufacturer directs otherwise. Again, the In-Unit Maintenance staff can perform this service. Call or drop by the Management Office to schedule service for your HVAC system.

### **A Message To Skyline House Residents From Deputy General Manager Tycia Haight**

*I will be organizing the food drive again this year for the Thanksgiving and Christmas holidays to assist some less fortunate families in the Fairfax County area, referred to me by ACCA (Annandale Christian Community for Action). A food collection box will be outside the Accounting office beginning Tuesday November 6<sup>th</sup>. Food deliveries will be made to families during the week of November 19<sup>th</sup>.*

*The December food drive will start on Monday December 3<sup>rd</sup> with those food deliveries made to the families December 19<sup>th</sup> and 20<sup>th</sup>.*

*Only gift cards to local grocery stores will be accepted if you would like to make a donation to assist in purchasing perishable items. If you would like to do so, please drop the gift card off in the accounting office lockbox.*

*The best way to collect is to divide items into groups by the first letter of your last name:*

*If you would like to make a donation, please check the list below:*

#### ***If your last name begins with:***

*A-H Canned Foods (Vegetables, Cranberry Sauce, Fruit, Soup etc)*

*I-O Drinks (Juice, Tea Bags, Coffee, etc)*

*P-Z Boxed Items (Cake Mix, Mac and Cheese, Sugar etc)*

*Also paper/plastic and condiment items are always needed.*

*Thank you for helping those who, without this assistance, might not otherwise have a holiday dinner.*

Editor's Note: I was interested, and thought others might also be interested, to know something more about the ***Annandale Christian Community for Action (ACCA)*** Tycia mentions in her message. The ACCA was established in 1967 and is an alliance of churches in the Annandale community and adjacent areas including Bailey's Crossroads. It provides day care, food, rental assistance, furniture, and other services to low income families in the Annandale/Bailey's Crossroads area, regardless of religion, race, or ethnic background. ACCA states, "what counts most in ACCA is serving those in need."



# Ad Hoc Committee Front Circle Landscape Design Project

**Chair, Maria Elena Schacknies**

About 15 residents met Monday, October 15, 2007 at 7:00 p.m. in the West Card Room at a meeting called by Maria Elena Schacknies, Board Vice President and Chair of the Ad Hoc Committee. This Committee has been directed to develop landscape designs (with or without the assistance of a consultant) for the front circle and to recommend to the Board one or more designs, one of which will be implemented not later than Spring 2008.

The Chair asked the attendees for the ideas they had brought to the meeting about the re-design. The ideas included the need for a four season design, for an awareness of the different angles from which the circle is viewed, the need for low maintenance, the possibility of a rock garden, a new fountain, an organic, environmentally sound greenery, the need for a clear view for the front desk staff of the entire area although the design should not be flat, and the need for a landscape designer who would provide free designs.

Eight residents agreed to serve as members of the Ad Hoc Committee, which will submit its recommendations to the Board no later than its February 2008 meeting, but preferably by the January 2008 meeting. Board President Norman Baker, who was at the meeting, appointed the eight volunteers to serve as members along with the Chair. Committee members are: Phil Cohen, Heide Fechtman, Alina Gonzalez, Grace Krumweide, Gladys Manrique, Jean Orben, Marilyn Silver, and Dale Turner. Some residents, unable to serve on the Committee, will assist as resource personnel.

The Chair distributed a copy of "The Principles of Landscape Design" obtained from an internet landscape design site identified by PPOC member Cecil Williams. Board Secretary Evelyn Haight, who will serve as a resource person for the Committee, submitted a large poster drawing of a possible landscape design which the Chair presented to the audience. The poster drawing, with suggestions for seasonal floral changes inside a short boxwood hedge dividing the area into four symmetrical sections, is available for all residents to see. Committee member Dale Turner, who is a designer, drew some possible designs for a centerpiece. His sketches incorporated the logo of Skyline House and could be produced in a variety of metals and stylistic flourishes. Some residents expressed interest in installing a new fountain while other attendees cited problems encountered with the last fountain, including significant staff maintenance requirements, the toxic effect the fountain's treated water had upon our plantings when water was driven by the wind from the fountain, and even visitors being sprayed by the wind-driven water when walking from guest parking to the front lobby.

In her opening statement, the Chair made the following points: our entryway is our most visible point and creates the first impression of Skyline House. Our curb appeal, therefore, adds value to our property. Accepting the importance of that aesthetic, we should aim for elegance and harmony. The circle's landscaping must be attractive in every season of the year and its overall design should be symmetrical to create balance and avoid a patchwork appearance. Another important goal is a design requiring minimal staff maintenance. Although cost limitations should not constrain us, they must be taken into account. The investment we now make will affect property values for years to come.

The Chair emphasized to the Committee the importance of resident knowledge of the project and resident input. The Committee agreed to canvass their fellow residents. Committee member Phil Cohen offered to develop a questionnaire so that residents could be asked questions in a systematic way. The questionnaire is included elsewhere in this issue. The results of the questionnaire will be compiled and available for the December 5<sup>th</sup> meeting so the Committee will be able to proceed accordingly. Committee member Dale Turner agreed to contact the design department of Virginia Polytechnic Institute (in Alexandria, VA) to see if our project would be of interest to their students. Committee member Marilyn Silver, a photographer, will photograph examples for the project.

The Committee will next meet on December 5<sup>th</sup>, at 7:00 p.m. in the West Card Room. All residents, not just Committee members, are welcome at all future meetings.



# PHYSICAL PLANT & OPERATIONS

Acting Chair, Al Lambert

On Thursday, October 11, 2007 at 7:00 p.m. the Committee met to receive Management's report on current activities. A synopsis of entries in the maintenance log was conducted and remedial action on identified problems had been accomplished or scheduled for correction by management. The PPOC appreciates all those who take the time to stop by the front desk, request the maintenance log and record a problem. This is a systematic way of keeping maintenance costs low by fixing problems before a significant repair is required and the quick repair maintains aesthetics.

Thereafter, the Committee and visitors undertook a wide-ranging discussion on two major projects scheduled for 2008 and 2009. The TV antenna mounted on the roof providing limited cable channels and balcony railings. Both initiatives are broad in scope, impact all residents, have a lengthy project timeline and are expensive. A provisional definition of issues and questions discussed follows:

**Balcony Railings:** The paint on the balcony railings is peeling making it aesthetically unpleasing and post pockets (railings embedded in concrete) are consistently experiencing deterioration due to moisture infiltration. An ancillary issue is the balcony concrete floor slab edges have been a source of frequent deterioration. The solution for this issue will commence in early 2008.

1. Currently three options have been identified:

- a) Remove railings and repaint only.
- b) Remove railings, repaint and retrofit (removal of post pockets).
- c) Replace railing with a design to match current aesthetics of Skyline House.

2. Options a) and b) will necessitate complying with new building code due to spacing between pickets. Replacing railings (option c) will be less expensive than repairs.

3. Another approach discussed at the meeting to avoid removal of the railing was to strip the paint on the railings. The concept is feasible but does not address a systemic issue of moisture seeping into the post pockets from the exterior and interior of the railing. It was mentioned new sealants based on current technology at that time might be available for sealing the exterior. Moisture accumulation inside the railings dripping into the concrete via the post pocket would not be resolved. An additional topic that was not elaborated on is the environmental issues associated with paint strippers.

**TV Antenna:** In the past there has been owner disenchantment with TV picture quality and number of available channels via the in-house antenna. The systemic reason is the existing internal antenna wiring installed in 1979/80 during construction of the buildings. Funding to address this issue was initiated in 2004. With a U.S. government 2009 deadline to have all channels broadcast in High Definition the budgeting was structure to have funds available in 2008.

This setting provides an opportunity to review the requirement for upgrading existing wiring and owner preferences regarding TV service options based on current technology. General discussion was:

1. Goal: Install Condo owned wiring and generate competition amongst Providers to provide a signal for TV channels.

2. Current Status

- a) Numerous owners have Cox Cable or Satellite dishes.
- b) Association fee provides basic service via Washington Cable using existing internal wiring at a cost of \$11.40 per unit per month for these 40 channels.

### 3. Circumstances

- a) Cox will probably not be willing to voluntarily sell us their existing wiring. Also the issue of residents having Cox and happy with the current arrangement.
- b) Verizon will not make the capital investment to convert existing telephone wire to optical wiring.
- c) Neither Dish Net nor Direct TV is willing to wire the building at our expense. Their position is to install company wire and charge \$34.99 for the basic 100 channels.
- d) A firm has been identified that will install wiring for the association to have a minimum 108 channels and capability to obtain on an individual basis: premium channels, High Definition, etc.
  - i. This cable would be run through the utility room in each condo unit.
  - ii. If the new cable is run through each utility room is wireless an option for transmission to various internal locations?
  - iii. Should there be provisions for wiring an entire condo so as to permit TV reception in any room?
  - iv. Should the Association even pursue upgrading the antenna if owners have made investments in cable/satellite providers?
  - v. Without Verizon wiring the technology (FiOS) does not appear to be an option.
  - vi. If the Association installs internal wiring and a provider furnishes the service there could be responsibility issues (poor reception, is it the cable or provider?).
  - vii. If the condo does install/own internal wiring for TV reception there is assurance the cost with Dish Net will be \$11.25/month for a single drop per unit.
  - viii. What are the advantages of Cable versus Satellite?
  - ix. What are the projected costs for installing new internal connections in each unit?

I want to emphasize all of the above is from my recollection and individual comments to me after the meeting. In fact, some things might not be stated entirely correct or be entirely valid. There will be ample opportunities for residents to participate, surface concerns and suggest recommendations. The intent is to raise visibility and awareness of these undertakings as the Committee will review each project separately in the future. My appreciation to everyone allocating time to attend the meeting and for the exchange of ideas to further enhance our association (home)! Thank You! The next meeting of the PPOC is scheduled for Thursday, November 8<sup>th</sup>.



## FINANCIAL MANAGEMENT

**Chair, Wynfred Joshua**

The Financial Management Committee (FMC) met on October 22<sup>nd</sup>. Total income for the month of September was \$290,771 with expenditures of \$171,651. Total income less expenditures amounted to \$119,120. The monthly Reserve Contribution was \$98,331, leaving net income before taxes of \$20,789. We note that as of the end of September our reserves, including our working capital account, are \$806,098. While this is quite low for a condo of our size, we expect to end the year with roughly \$1 million. From then on the annual growth of the reserves is projected to climb.

With the completion of the Façade Repairs Project in sight, we strongly urged Management to withhold sufficient funds from the invoice to repair the damage to the landscape and the paved area behind the East Building. Committee members expressed their concern that the restoration, not just of the landscaping, but also of the asphalt area, will be quite costly and that our association may be saddled with that.

Much of the FMC discussion this session covered long-term aspects of our financial process. While we are generally quite comfortable with our financial method and planning, we emphasized the need that our personnel salaries and benefits remain in line

with general standards in the northern Virginia area. To this end the FMC unanimously recommended to the Board that prior to the start of the budget planning process in 2008 the Board conducts a salary study and benefit analysis for the staff.

We recommended to the PPOC and Management that they work towards scheduling the renovation of the various elements of the main floor and lobby at the same time rather than spreading this out over several years as is currently the plan. We believe that this will be conducive for a more coordinated and harmonious result. We realize that this cannot be done overnight, but we stressed to make this a guideline for the next study of the reserve elements.

The next meeting of the FMC will be on Monday, November 19, 2007. As always, residents are encouraged and welcomed to attend.



## SECURITY, FIRE, & SAFETY

Chair, Robert De Mayo

The Security, Fire and Safety Committee (SF&SC) met on October 10, 2007 at 7 P.M. in the West Card Room. The Management Office was represented by Tycia Haight. As an opening remark, Mr. De Mayo complimented Ms. Haight on her excellent research on Smoke Detectors and the very informative internet sites for disaster preparedness (the addresses of which were included in the last edition of the House Special).

As mentioned last month, your SF&SC has designated January of each year as our Skyline House "*Emergency Preparedness Month*". The Committee invites any Emergency Preparedness tips and suggestions from residents (i.e., informative web sites) and views on how Skyline House should be prepared for any emergency. Your suggestions may be included in our planned SF&SC handout in January 2008. Feel free to e-mail your suggestions to the Chairman of the SF&SC (address noted in directory in this newsletter).

**Monthly Incident Report:** Ms. Haight provided a report from Management on the failure of the East emergency generator during 2 previous power failures. Our emergency power generators are tested weekly and are checked out with a lighting-only load/test to ensure they trip on when needed. In the recent cases of total power outage, a foot valve screen for the fuel was clogged and the generator failed to automatically initiate. The contractor was called, the clog situation rectified, and the generator activated.

**Balcony Etiquette:** Residents of Tier 2 West building reported having problems with debris from units above landing on their patios and balconies. Management responded with appropriate notices. Especially troublesome and simply dangerous were lit cigarette butts and matches thrown over balconies and landing in areas below. All residents should be aware of the grave safety hazard this poses - such flammable debris can burn carpets and patio furniture, and then perhaps spread through an open window to an apartment. Of further grave concern is lit cigarettes or matches can start a fire in the wood mulch around our buildings. While Skyline House rules and regulations prohibit throwing anything from balconies and patios, simple courtesy and consideration of the safety of your neighbors - and your own since a fire will climb *upwards* - should be enough reason to stop these types of problems from occurring.

**Security Guard Functions:** In response to a request from the SF&SC, Ms. Haight provided a highly informative, comprehensive list of our security guards' "rounds" throughout the buildings, garage, and grounds both on foot and by golf cart. The SF&SC will take its' own "self-guided tour" of these rounds - with 83 specific checkpoints - in order to be better informed and answer resident questions at our meetings. Each resident should be aware that Management staff monitor the accomplishment of these security rounds, per shift, on a daily basis to ensure contract compliance.

**Security and Door Painting:** A resident queried Ms. Haight on how the security monitoring of each floor would be accomplished during the scheduled door painting in November and December (i.e., a floor per day). While volunteer residents would be "good neighbors" watching the paint dry on doors, there was some unease on the security risk this poses. Management stated that this is the way we have accomplished this self-

help task in the past – residents that are home, plus good neighbor volunteers, plus the working maintenance staff doing the painting – with no problems reported.

**Visibility Near Bus Stop:** A resident previously expressed concern at a SF&SC meeting on the poor lighting at dusk and during the night in the area of the walkway to the Metro Bus Stop adjacent to our Front Lobby. The SF&SC investigated and made recommendations to Management. In response, low hanging tree limbs and landscaping muting the security lights have been trimmed back considerably and visibility in that area has been significantly improved. In addition, new covers to replace the fogged covers for the security lights have been ordered and will be installed to make the area even brighter.

**Citizens Action Council (CAC) Summary:** Mr. De Mayo reported on events at the monthly CAC which is attended by reps from many housing communities in the Mason Police District of Fairfax County.

A very informative topic presented by a Fairfax County Police Officer was their ongoing efforts to curb “overcrowding” of residences in Fairfax County. The issue is especially acute by illegal immigrants using county parks and trails at dusk/dark to infiltrate to safe houses adjacent to the parks. Not unusual to discover 20-30 per house.

In addition, Police Officer Dean Tran of our Mason District was presented the “Officer of The Month” award for an “outstanding bust”. While stopping a vehicle traveling on Route 7 in our area with a taillight out, he became suspicious of the driver. Further investigation revealed the vehicle was transporting 80 lbs of illegal marijuana plus other illegal narcotics and the driver was arrested.

Mr. Chris Wells, Fairfax County Pedestrian Safety Program director, spoke for 40 minutes on his current comprehensive program. Some factoids he spoke about: Route 1 is the #1 roadway in the county for pedestrian accidents; average of 20 fatalities/year and 2300 injuries/yr in our entire county; if a pedestrian is hit by a car at 30-35mph, fatality usually occurs; speeding automobiles historically now faster than ever before, usually 10-15 mph over speed limits; we now have more pedestrians in our county than ever before; Virginia is 1 of 7-8 states where pedestrians have right-of-way; takes 2-3 years to propose/establish a new pedestrian sidewalk in the county to replace foot trails; \$21M bond to increase county pedestrian safety improvements (e.g., new crosswalks, lights, etc.) now up for approval.

**Safety Issue:** A concern was raised by an attending resident on both traffic flow and pedestrian safety in and around school buses in the AM and PM on S. George Mason Drive, in the area between Skyline House and Skyline Plaza at the traffic light. Cars have been observed crossing rapidly during and after school buses have stopped and discharged their passengers. Mr. De Mayo will report this concern to our Community Police Officer for follow up action. **The Committee’s next meeting will be Wednesday, November 14<sup>th</sup>. Please join us.**



## NEIGHBORHOOD WATCH

**Coordinator, Judith York**

If you have a spare hour at lunchtime this month (November), please help by volunteering to sit on one of the Skyline House floors while the apartment doors are painted. Of course, I don’t mean to “sit on one of the floors” literally as a chair - even two chairs if you have a relative or friend who would like to join you – will be provided!! The time is 12 Noon to 1:00pm when the painters are at lunch (very important – the volunteer(s) must stay till the painters return to the floor). We last asked residents to volunteer for this same project in 2002 and I would be very grateful if anyone wanting to help could contact me on 703-671-2267. Alternatively, there is a folder at the desk if you prefer to sign up – and in that case, I will phone you later. Your help is greatly appreciated in this effort to keep costs down by using resident volunteers instead of paying for additional security.

Everyone is invited to the meetings shown below – and the Holiday Party - at the Mason District Police Station on Columbia Pike. If you attend the Holiday Party, please



remember to take with you some snacks or finger foods or juices for the party. This is a great way to meet our local police officers and their staff, as well as our neighbors from other neighborhood watch groups in Fairfax County.

November 6 7:30pm Citizen Advisory Council (CAC)  
December 4 6:30pm Neighborhood Watch Coordinators  
7:00pm Neighborhood Watch Training  
7:30pm Citizen Advisory Council (CAC) **HOLIDAY PARTY**

If you are interested in becoming a Neighborhood Watch Volunteer in Skyline House, please give me a call on 703-671-2267. Participants are asked to walk at least one hour a week and to choose the day or evening, and the time. Volunteers walk in the East and West Buildings and some also walk the grounds, but this is entirely up to the individual. We have excellent staff, Board and Committee members but additional support from other residents in Skyline East and West Buildings is needed - and would be greatly appreciated. Thank you, Judith York



## COVENANTS

Chair, Joe Livingston

The Covenants Committee did not meet in October and thus there is no report.

The Committee will next meet at 7:00 p.m., MONDAY November 26<sup>th</sup>

### IMPORTANT NOTICE

### DOOR DECORTATIONS

**The Association is painting all unit doors in November and December 2007.**

**This is a good time for all residents to ensure they are in full compliance with**

**Rule 16 of the Association's Rules and Regulations which states:**

- A. Seasonal decorations are permitted on unit doors and balconies during the period December 1<sup>st</sup> - January 15<sup>th</sup>**
- B. For other special occasions, decorations of any kind, including lighting, are not permitted except by application to and permission from Management.**
- C. No signs (including but not limited to advertisements, posters and real estate markers) shall be posted in any of the common areas or upon Skyline House property, other than those posted by Management.**

### GOOD NEIGHBORS

Good Neighbors will assist residents in need of temporary help due to illness or emergency.

### NOVEMBER GOOD NEIGHBORS

**TOSKA PRATHER 703-379-7849**

**DAVID SHANDLOFF 703-820-3673**

Good Neighbors always welcomes new members to assist those in need. If you are interested in serving your neighbors, please call Coordinator Toska Prather or Ernest Loyola. Their contact information is listed in the newsletter directory.



# SKYLINE HOUSE CALENDAR

## NOVEMBER 2007

(WWW.SHUOA.ORG)



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 <b>TGIF</b> 6:30 p.m. E. Party Room	3
4	5  <b>Library Open</b> 7:00 – 8:00 p.m. East Penthouse	6	7	8  <b>PHYSICAL PLANT &amp; OPERATIONS</b> 7:00 p.m. W. Card Room	9	10
11	12  <b>Library Open</b> 7:00 – 8:00 p.m. East Penthouse	13  <b>RECREATION</b> 7:00 p.m. W. Card Room	14  <b>SECURITY, FIRE &amp; SAFETY</b> 7:00 p.m. W. Card Room	15	16	17
18	19  <b>FINANCIAL MANAGEMENT</b> 7:00 pm <u>W. Card Room</u> <b>Library Open</b> 7:00 – 8:00 p.m.	20	21	22	23	24
25	26  <b>COVENANTS</b> 7:00 p.m. W. Card Room <b>Library Open</b> 7:00 – 8:00 p.m. East Penthouse	27	28  <b>BOARD MEETING</b> 7:00 p.m. W. Card Room	29	30	
<b>GOOD NEIGHBORS: TOSKA PRATHER (703-379-7849) AND DAVID SHANDLOFF (703-820-3673)</b>						

**BOARD OF DIRECTORS**

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THE HOUSE SPECIAL welcomes brief comments from its readers. Limit your letters to 250 words or less and include your name and unit number. The Association Board reserves the right to refuse incorrect or inappropriate statements. Information for THE HOUSE SPECIAL may be sent by e-mail to the Editor, dropped off at the Management office or the front desk attention EDITOR.

**EDITOR** --- Norman Baker 915W nbaker@fjc.gov 671-6759

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# RECREATION

Chair, Betty Turner

The Recreation Committee met on Tuesday, October 16<sup>th</sup>. The main item of discussion was the upcoming October 31<sup>st</sup> Children's Halloween Party. In anticipation of the party, Budd and Joan Coutts kindly donated very nice decorations.

Monthly Thank Goodness It's Friday (TGIF) socials continue to attract about 30 residents on a regular basis. The October raffle raised \$36 for the Committee since the winner returned their share. The November 2<sup>nd</sup> TGIF, (host Janet Shipko), will be in the E. Party Room. All are invited to come and enjoy this unstructured gathering.

Gladys Manrique presented ideas for the Annual Holiday Party to be held Saturday, December 8<sup>th</sup>. This event replaces the TGIF social for December. The Holiday Party will be potluck but we will use a signup sheet to hopefully get a great variety of food. There will be a "Sing-a-long", games, door prizes and another 50/50 raffle.

The next Committee meeting will be Tuesday, November 13<sup>th</sup> at 7:00 p.m. in the West Card Room.

During the October meeting, new activity was suggested --- a Thanksgiving Dinner --- since some residents do not travel to be with family. After some discussion it was determined that The Recreation Committee will prepare the food and \$5 per adult and \$2 per child will be charged. The menu will be posted in early November as will a Reservation Signup sheet. Advanced reservations will be necessary. This event has been scheduled for the East Party Room from 2-4 PM on Thanksgiving Day, Thursday, November 22<sup>nd</sup>.

## "LET'S STAY HOME FOR THANKSGIVING THIS YEAR"



The Recreation Committee invites you to "STAY HOME" and join friends and neighbors in the East Party Room on Thanksgiving Day, Thursday, November 22<sup>nd</sup>, for a traditional Thanksgiving Dinner.

The exact menu has not been determined at this time but it will consist of turkey, stuffing, side dishes as well as desserts and beverages. The cost will be \$5 for each adult and \$2 for each child. More specific information will be posted on the bulletin boards.

### **RESERVATIONS MUST BE MADE BY FRIDAY, NOVEMBER 16<sup>TH</sup>.**

To make your Thanksgiving Dinner reservation cut out and complete the form below and place it, along with your CASH payment, in an envelope marked "Recreation Committee." Drop the envelope into the secure lock box outside of the Accounting Office door. Cash payment **MUST** accompany this reservation form.

No monies will be refunded once your reservation is submitted.

### WE WANT TO STAY HOME FOR THANKSGIVING THIS YEAR

NAME(s): \_\_\_\_\_

UNIT # \_\_\_\_\_

PHONE #: \_\_\_\_\_

# of Adults @ \$5.00 each      X \$5.00 = \$ \_\_\_\_\_

# of Children @ \$2.00 each      X \$2.00 = \$ \_\_\_\_\_

Total Enclosed:\$ \_\_\_\_\_

## CIRCLE RENOVATION RESIDENT QUESTIONNAIRE

Please leave your completed questionnaire at the Front Desk, no later than November 19, 2007.

The inner Circle in front of the main entrance will soon be renovated. This is an important project because the appearance will shape visitors' (and prospective buyers') first impression of Skyline House for years to come. **How would you like it to look?** Before you share your opinion, please consider the following factors:

- The new design should harmonize with the area immediately surrounding it and with the architecture of the building.
- The design should be equally attractive from all perspectives; therefore, it should be symmetrical.
- The Circle should look good in all seasons.
- Maintenance of the Circle should be easy and economical.

Will you provide some general input? (Please read all of the following items before responding to any, and then circle a number under each):

**The Circle should contain only greenery (shrubs, plants, flowers, trees, etc.):**

Strongly disagree	Disagree	Neutral	Agree	Strongly agree
1	2	3	4	5

**The Circle should include masonry (concrete, stone, tile, brickwork, etc.) and/or metal**

Strongly disagree	Disagree	Neutral	Agree	Strongly agree
1	2	3	4	5

**The Circle should combine greenery and masonry and/or metal:**

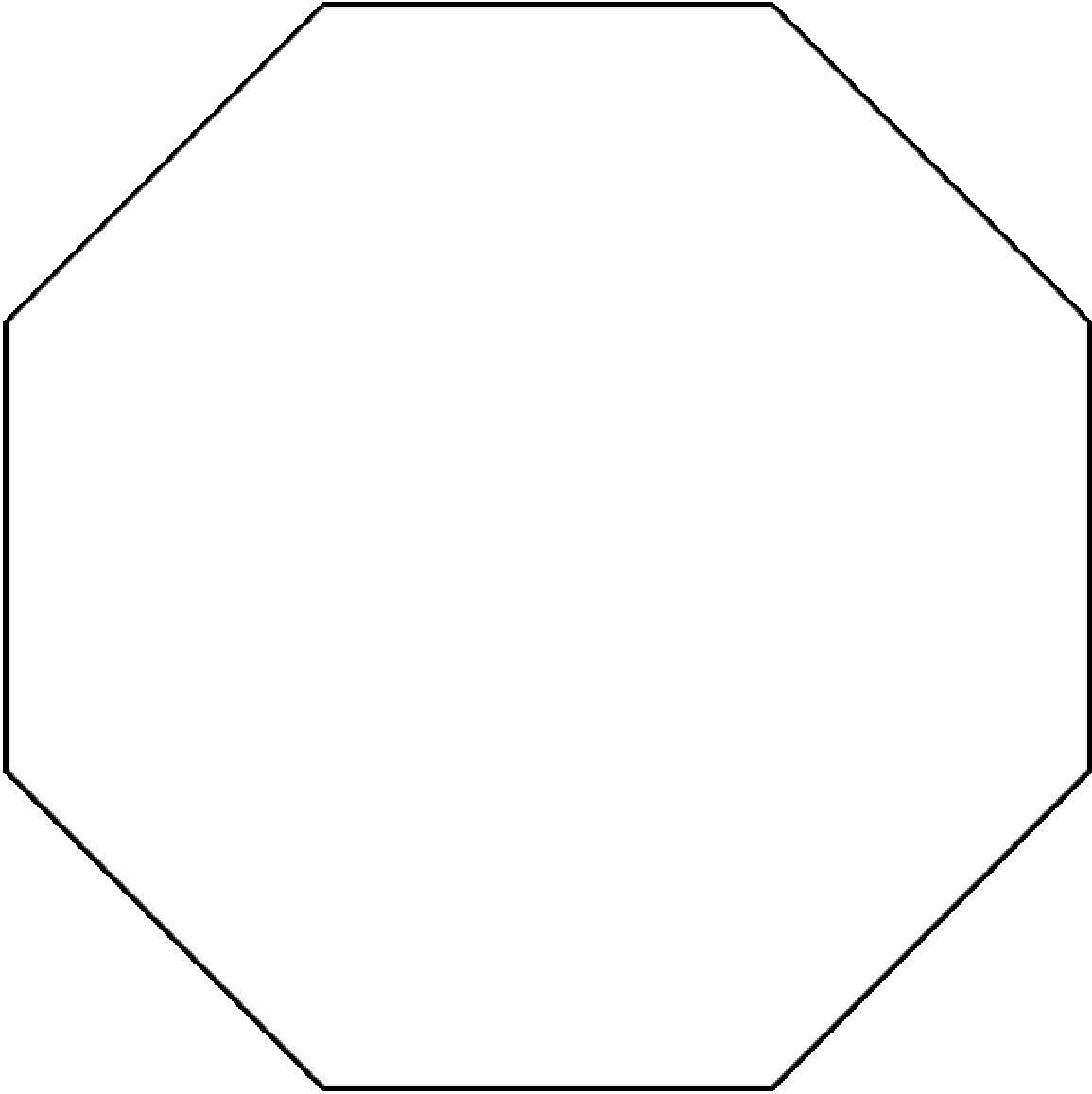
Strongly disagree	Disagree	Neutral	Agree	Strongly agree
1	2	3	4	5

**Ecological issues are:**

Not important				Very important
1	2	3	4	5

You may also want to visually express your ideas within the following outline of the Circle (which is actually an octagon), either by drawing, or by placing words in the positions where you would like things to be:

**(please see other side)**



You can also describe your ideas here:

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Even if you're not sure how you **do** want the Circle to look, you may have firm ideas about what you **don't** want. If so, please share them:

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**Thank you** for taking the time to express your views, which will be carefully considered by the Ad Hoc Committee charged with making recommendations to the Board.

**Please leave your completed questionnaire at the Front Desk, no later than November 19, 2007.**