

The House Special



BOARD OF DIRECTORS

President, Maria Elena Schacknies

Let's start with a round of applause for Bert Barrois and his team for organizing this annual election, and a special thanks to Manuela Guill for the preparation of the election materials which has made it possible for us to be here today. Many thanks to my fellow Board members for their support. Praise to our Committees for their dedication and hard work. To our great staff our gratitude for a well-managed and properly maintained complex.

2014 was an exceptionally challenging year at Skyline House, and 2015 offers more of the same. Let me begin by summarizing the numerous projects completed last year, and then reminding you of all the Association plans to accomplish this year.

RESERVE PROJECTS COMPLETED:

- ✓ Garage Sealant project – moved 500 cars to PMI, only towed 4 cars, and returned all but 11 transponders (remote controllers)
- ✓ Upgraded the Energy Management System software
- ✓ Upgraded and added new camera equipment in various areas, and monitors at front desk
- ✓ Jetted 2 floor drains on the D-level garage (never done)
- ✓ Fire Detection Annunciator System upgrade
- ✓ Resurfaced Skyline Plaza Easement asphalt on the East driveway
- ✓ Resurfaced East and West driveways; and repaired concrete walk at front circle and West lobby entrance door
- ✓ Repaired West unit concrete patio on ground level to drain properly
- ✓ Installed 14 new concrete wheel stops in West guest parking

- ✓ Repaired clogged west drain to alleviate water ponding
- ✓ Replaced 5 fogged windows in the lobby and East hall corridor
- ✓ Started replacing common area incandescent lights w/LED lights
- ✓ Conducted 5 core tests on pool deck
- ✓ Interviewed Project Management Companies to assist with large building reserve projects. Hired JFW Inc.

COMPUTER PROJECTS:

- ✓ Hired an IT company
- ✓ Created a new server room in Bookkeepers office, equipped w/new server and a server cabinet donated by an Owner
- ✓ implemented automatic server back ups
- ✓ Replaced several outdated computers; 2 w/laptops for GM and DGM to be mobile (both computers died in 2014)

ADMINISTRATIVE

- ✓ Successfully completed our FHA recertification process for the 2015 renewal (required every 2 years)
- ✓ Completed one judicial foreclosure for non-payment of condo fees
- ✓ Leased 2 new copiers for the front desk and the Management office to reduce expenses from multiple printer use
- ✓ Painted the Management and Bookkeeper's offices

- ✓ Built additional shelving at front desk for packages; painted entire front desk, package areas, and rear package room
- ✓ Employee retreats were conducted with Board President for all staff
- ✓ Conducted seminar for employees regarding changes to the Health Savings Accounts and funding
- ✓ Researched replacement of the universal machine in the exercise room. But due to room constraints we were not able to purchase replacement equipment.
- ✓ Held mandatory annual front desk staff meeting Saturday 7/26/14
- ✓ Conducted Landscape walk around to address any landscaping issues
- ✓ Hired a new landscape contractor (Shenandoah)

MAINTENANCE

- ✓ Steam cleaned all corridor carpets (East and West bldgs.), including offices, and front desk
- ✓ Stretched carpets in residential corridors as needed
- ✓ Power washed trash chutes and compactors
- ✓ Renewed trash removal contract and consolidated the billing
- ✓ Obtained bids for remote door (key fobs) access system
- ✓ Re-negotiated swimming pool contract with Sunset Pools

Now that we've completed our time travel into the past and the future, please join me for some space travel.

It may sometimes be easier to pretend that we all live in free-standing houses. We can walk around our units and clearly see the boundaries of our domain, our personal space. And we can forget that in most cases we have neighbors living above and below us and on either side. We need to keep this important fact in mind, and to follow the Golden Rule, treating our neighbors as we would like to be treated, acting in a considerate way that balances their interests and comfort with our own. We must fulfill our **personal** responsibilities to our neighbors. Our By-Laws, Rules and Regulations help to define these responsibilities, but more universal principals of

- ✓ Began obtaining bids for new pest control company (continued in 2015)

2015 PROJECTS

- Generator replacement - (two 250-gallon above ground storage tanks and 2 generators)
- **Bridge replacement** - (install a new structure)
- **Electrical Service Entrance Inspection** - (switchgear test)
- **Fire Detection & Annunciator System** - (37 smoke detectors replaced) *completed in March 2015
- **Trash Dumpster replacement** - (West bldg.)
- **Office Furniture** – to replace worn & torn desks, etc.
- **Hire a Decorator Consultant** - for lobby, hall and penthouse areas redecoration assistance
- **Booster Pump Conversion** (to reduce electric consumption)

courtesy and consideration should also guide our conduct toward our neighbors. Bottom line: Our behavior affects our neighbors.

We must also travel beyond our own immediate “neighborhood” on a specific floor in the East or West Building to consider the Skyline Community as a whole. We can't literally see that entity in the same way we see and greet our neighbors as we pass them in the hallway. The condominium Association is somewhat like the engine of a car. It is pretty much invisible unless you lift the hood, so you might tend not to think much about it. But, like the engine, the Association's elected Board members, committees, and staff are what keeps Skyline House running. Tonight you are electing three Board members. The Board's job, with your input and guidance, is to make

the best possible decisions in order to maintain or increase our property values, and to make the experience of living here as pleasant as it can be. The Board, in turn, directs our excellent staff and works very closely with our various committees, which conduct research and advise the Board in specialized areas such as Physical Plant and Operations. Together, these good people do for us many of the things that we would have to do ourselves if we owned a free-standing house.

However as busy and productive as it is, the intricate organizational structure that we call the Association does not relieve us as individual owners of our **communal** responsibilities. So we also need to familiarize ourselves with the constantly changing issues that confront our condominium, for example, by reading the newsletter and attending committee and Board meetings. We must also vote in Association elections, and, if we possibly can, join committees and/or run for the Board. Here's where the car analogy fails. While you can pretend that the governance structure is under the hood—out of sight and out of mind—it consists of fellow Owners who are sitting in the car right beside you. And if the car breaks down through inattention of bad decisions, none of us is going anywhere we'd want to be. We should also travel beyond our own units, and our Association, to the even larger community of

condominiums in Virginia and beyond. Many of us believe--and the Community Association Institute agrees,-- that effective lobbying, particularly at the state level, would put condominiums, including Skyline House, in a better position to protect the value of our property and the quality of our living experience. Legislatures should know more about the operations and needs of condominium associations. But this education process can't be conducted effectively by a single association, not even by Skyline House. We can be most effective in this regard by joining forces with other associations and broadly based organizations. Our own wonderful Community Relations Committee, chaired by Janice Hill, will take the lead in this area. Her committee could certainly use some help from other Owners who are also committed to excellence of every kind at Skyline House.

Well, we are at the end of our travels in time and space, back in the present moment, and in the West Party Room. But I hope tonight's trip has given you something to think about. As I've said many times before, **we're all in this together!**

And, finally," If you think you are too small to make a difference... try sleeping with a mosquito."
(Dalai Lama)

SUMMARY OF OFFICIAL VOTES OF THE ANNUAL ELECTION MARCH 24TH, 2015

This summary provides the basic election results. More detailed information has been posted on the bulletin boards. All three of the candidates, Karen Johnson, Sarah Kreger, and Norman Philion, were elected.

The new Board of Directors for 2015 is:

1. MARIA ELENA SCHACKNIES – PRESIDENT
2. JANICE HILL – VICE PRESIDENT
3. KAREN JOHNSON – TREASURER
4. SARAH KREGER – SECRETARY
5. CHARLEY ROBERTS – DIRECTOR
6. BRYANT STUKES – DIRECTOR
7. NORMAN PHILION – DIRECTOR



MANAGEMENT

General Manager, Michelle Brown Slaughter

Bridge Project - Whitlock, Darymple, Poston (WDP)

The bridge project is still underway. Our consulting engineers continue to research the reason for the difference between the actual length of the bridge which is 7 feet longer than the specifications building blueprints show. They will report back to us.

Emergency Generators & fuel tanks replacement Project

Webb GenTech was the successful bidder of the generator replacement project. Due to the lengthy process to ratify the contract, and the 2-4 week lead time to receive electrical materials, the contractor requested a Letter of Intent (LOI), not to exceed \$30,000. The LOI authorizes the contractor to purchase electrical switches and supplies to start the generator project. Our attorney drafted a Letter of Intent, which was approved, signed by the Board President, and submitted to the contractor. We expect delivery of the generators and fuel tanks to take 8-10 weeks from the order date. The duration of this project is expected to be through August 2015, barring any major delays due to the County, and/or shipment of materials and equipment. Management will post notices as the project progresses.

Water Shut Off Valve Project

Management met with two companies: Magnolia Plumbing and Services Specialties Inc. (SSI). Armed with clarified information, the PPOC will determine which of the 2 companies will be selected as the successful bidder. The Board authorized Management to proceed with the 173 volunteer units. However, if you have not signed up to have your water shut off valves replaced, and would like to, just call the Management office at 703/578-4855 to add your name and unit number to the list. The May newsletter will provide details of how this project will move forward for the Owner units that have already volunteered.

Update from 2/15/15, fire in unit #615E (Copied from Fairfax County Fire and Rescue Department News Release #15-25 dated 2/18/15)

Management received the official report from the

Fairfax County Fire Marshal regarding the fire that occurred in unit #615E on 2/15/15. The following brief summary was taken directly from the report:

“Units responded to an apartment fire Sunday, February 15, 2015, at approximately 4:20 a.m., in the Annandale area of Fairfax County. The high-rise apartment is located at 3709 South George Mason Drive.

Firefighters encountered fire on the sixth floor balcony upon arrival at the high-rise apartment building. Firefighters conducted an aggressive fire attack and quickly extinguished the fire. The apartment had working smoke alarms and sprinklers; however, due to the light volume of fire and the quick responsiveness of firefighters, they did not activate. One occupant has been displaced; however, the occupant declined Red Cross support. There were no injuries. Damage is estimated at \$10,000.

Statements provided by the occupant of the fire unit put her smoking out on the balcony at approx.. 22:00. The electrical outlets and wiring within the area of origin were examined and eliminated as a source of ignition. There were no other competent sources of ignition located within the area of origin. This fire incident was the result of the ignition of potting soil within a plastic flower pot located on the balcony of unit #615E. The most probable cause was the ignition of the potting soil by discarded smoking materials. This incident has been classified as accidental in nature and has been closed as such.”

Discarded Smoking Materials Safety Tips

Completely douse butts and ashes with water before throwing them away as they can smolder and cause a fire. Never smoke in bed. Provide large, deep ashtrays with a center support for smokers. Check furniture for any dropped ashes before going to bed. Empty ashes into a fireproof container with water and sand. Keep smoking materials away from anything that can burn (i.e., mattresses, bedding, upholstered furniture, draperies, etc.). Never smoke in a home where oxygen is being used. If you smoke, choose fire-safe

cigarettes. They are less likely to cause fires. To prevent a deadly cigarette fire, you must be alert. You won't be if you are sleepy, have been drinking, or have taken medicine or other drugs. Keep matches and lighters up high, out of children's sight and reach. For more information, call Daniel L. Schmidt or Captain I Randal Bittinger, Fairfax County Fire and Rescue Department, [703-246-3801](tel:703-246-3801) and TTY: 711. Duty PIO (Weekends/After-hours): [703-877-3702](tel:703-877-3702) Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services and activities. Reasonable accommodations will be provided upon request. 4100 Chain Bridge Road Fairfax, VA 22030.

SHUOA REMINDERS

1. SMOKING IS PROHIBITED IN COMMON AREAS!

In case you didn't know, **The House Rule #27A, B and C** (page 28), states that **smoking is prohibited within all common areas of the building** which includes but is not limited to: the lobby, stairwells, trash disposal closets, galleries, corridors, loading docks, interior areas of the garage, party rooms, other indoor recreational facilities, exercise room

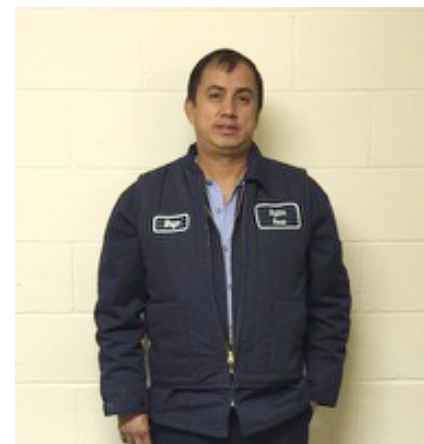
public restrooms, elevators, storage rooms bicycle storage rooms and Association's employee offices and work areas. Smoking is allowed within units, on balconies, and patios of units. **BUT... All persons who smoke shall ensure that smoking materials are safely extinguished and disposed of properly according to the smoking safety tips described above. Residents have complained that people are throwing their cigarette butts off balconies. Management has found an excessive number of cigarette butts on the grounds of the East building where they most likely were thrown off balconies. PLEASE DO NOT THROW CIGARETTE BUTTS OFF BALCONIES AS THEY ARE A FIRE HAZARD!**

2. **Were you locked out recently but did not have a key on file in the Management office?** Remember that is your responsibility to ensure the office has the correct emergency key to the unit. Otherwise you will incur the expensive cost of calling an outside locksmith to gain access to your unit

NEW HOUSEKEEPING STAFF



Alberto Hernandez is the newest employee to join our Housekeeping staff. He is from Guatemala, and began working at Skyline House on Valentine's Day, February 14th, 2015. Please give a warm welcome to Alberto when you see him in the building.



Dagoberto Iraheta, nicknamed Dago, is the another new employee to join our Housekeeping staff. He is from El Salvador, and has been working at Skyline House January 14th, 2015. Please give a warm welcome to Dago when you see him in the building.



TREASURER'S COMMENTARY

Treasurer, Karen H. Johnson

Again this year our financial accounts have been audited by the firm of Goldklang Group CPAs P.C. I will be referring to figures from the final audit report.

For the year as a whole, spending by the Association was well-managed and conformed to the operating budget adopted in the fall of 2013. Reserve spending was limited, but important projects were begun, and outlays for necessary longer-term maintenance and replacement of capital occurred last year and are planned to continue this year. The equity position of members of the Association has strengthened. All in all, our financial position remains solid.

During 2014 we received a tax refund of \$90,005 that resulted from submitting an amended tax return. That refund related to the bond transactions we had done during 2012 and 2013. As such, it changed the net, after-tax result of the portfolio changes we made during those years and is not a part of the normal income or financial operations of last year. In

discussing 2014, I will set aside the tax refund amount and return to it at the end of my report.

Our financial activity has three distinct components: the operating budget, the reserve budget, and the holdings of reserve assets. Management and the Board separate the income and spending items into those that are normal, annual recurring items and those that are periodic or longer-term maintenance and replacement items. In addition, our reserve assets are altered by the net of our allocation to reserves and our spending on those items as well as by market changes in the value of the assets we hold.

The auditor report allows us to separate the year's accounts into these three pieces and then to combine them into one, comprehensive assessment of our position at the end of 2014 relative to that at the end of 2013. I will begin by looking at each of the three pieces.

Operating Budget (excluding the \$90,005 tax refund in 2014 and \$18,640 in 2013)

	<u>2014</u>	<u>2013</u>
Total income	\$4,344,193	\$4,207,063
Of which:		
Assessments	\$4,018,115	\$3,891,643

Total income rose about 3-1/4 percent from 2013. Assessment revenue constitutes most of the income received by the Association.

	<u>2014</u>	<u>2013</u>
Total expenses (Excluding asset sales results)	\$2,865,896	\$2,804,182
Of which:		
Payroll	\$851,584	\$856,706
Payroll taxes and benefits	324,630	302,006
Electricity	378,792	354,684
Water & sewer	317,849	318,290
Contribution to reserves	\$1,432,911	\$1,394,567
Expenses + contribution to res	4,298,807	4,198,749
Total income less expenses + Contributions to reserves	45,386	8,314

Total expenses in the operating budget rose about 2-1/4 percent from 2013. Of note was the spending on electricity, which rose 6-3/4 percent. This followed a more substantial rise in 2013. In contrast, spending on water and sewer was about unchanged. The

contribution to reserves rose in 2014. Net income, that is total income less expenses and the contribution to reserves, was higher than in 2013 and a comfortable positive figure that contributed to strengthening our overall financial position.

Reserves allocation and spending

The flows of funds into and out of our reserve accounts were as follows:

	<u>2014</u>	<u>2013</u>
Allocation to reserves	\$1,432,911	\$1,394,567
Expenditure of reserve funds	268,024	508,944
Net accumulation of reserves	1,164,887	885,623

Our spending from reserve funds declined further this year and was only a portion of the funds allocated. Of the categories of reserves, the major expenditure was for the garage sealant. However, we began two major projects last year that will continue into this year: the replacement of our emergency generators and the replacement work on the East bridge roof.

These two projects will entail substantial expenditures that will be recorded during this year. The net accumulation of funds from 2014 will add to the total of our holdings and be available to meet these expenses, others that we expect to do this year, and additional future costs.

Portfolio elements

	<u>2014</u>	<u>2013</u>
Tax refund	\$90,005	\$18,640
Unrealized capital gain	112,766	(264,081)
Income less expenses + Allocation to reserves	45,386	8,314
Comprehensive income	248,157	(237,127)

We did no portfolio sales of assets during 2014 so we have no realized capital gains or losses or related taxes for last year. We have achieved a portfolio composition that we expect will allow us to hold securities to maturity yet to have funds available when we need them for future major expenditures that we anticipate, based on the study of our reserves and capital that was done in 2013. We use short-term assets to hold excess cash for short periods.

The audit is done on an accrual basis so the auditors look at our position inclusive of unrealized gains or losses. So factors influencing our total portfolio this year included the tax refund of \$90,005 that we received and put into our reserve accounts, the unrealized capital gain of \$112,766 that is incorporated into the value of our reported assets as of December 31, 2014, and the net result of income and spending on current items and reserves. These items yield a substantial “comprehensive income” (the

auditor’s term) for this year, but we should remember that a substantial part of that relates to past year bond

transactions and unrealized capital gains that are likely to change over time with markets.

Net financial position on December 31

	<u>2014</u>	<u>2013</u>
Total members’ equity	\$4,464,150	\$3,051,106
Of which		
Unallocated	132,111	(3,280)

As a result of putting together all of the financial developments above, the owners’ equity position rose significantly last year. Of that total equity, over \$130,000 is unallocated, meaning it is available in the event of unexpected developments. A substantial portion in the improvement of the unallocated equity is attributable to the tax refund already mentioned. Our equity position is a very strong one that should make it possible for us to go forward with major projects this year and in the future while maintaining the routine services provided by the Association to members.

the situation at the end of 2013. That no deterioration occurred is a good outcome. The total past due from owners, including that of more than 60 days, was \$30,944 as of December 31, 2014. That is slightly less than the amount as of one year earlier. It represented obligations of 20 units, a number up from 17 at the end of 2013. That increase is disappointing. We need to continue to emphasize to members of the Association that failure to pay amounts owed creates a burden borne by their fellow owners. We continue to refer to our attorney for action those owners whose obligation exceeds the 60 day amount. As of December 31, 2014, 25 percent of our units were renter occupied, up slightly from 23 percent one year earlier.

Delinquency status

Our delinquency status remains a concern to the Association but at the end of 2014 was very similar to



INFO FROM THE ENGINEER

Chief Engineer, Greg Grimm

SUMMER AIR CONDITIONING START UP TIPS

2. SERVICE YOUR HVAC SYSTEM REGULARLY

Many people will be turning on their Air Conditioners (A/C) for the first time in the next few days as temperatures increase. Here are 6 simple tips to help keep you cool, and prepare your HVAC system for the summer months.

1. REPLACE THE FILTER(S)

It is a good idea to replace your air filters at the start of the cooling season. This will help your cooling system to operate at peak condition. Filters should be checked monthly and changed at least every 90 days.

Servicing your condo’s heating and cooling system is important. Schedule a seasonal service appointment to have your unit checked and cleaned. Efficiency decreases when the system is dirty. Service Technicians will also check your condensate line to make sure it is draining properly. A clogged and dirty condensate drain can cause water damage to your home and the homes of your neighbors. **Call the Management office at 703-578-4855**, or your contractor of choice, **and have your HVAC system serviced.**

3. PROGRAM YOUR THERMOSTAT

Program your thermostat for the summer season. Avoid making large thermostat adjustments during peak cooling times. If you turn your system completely off it can take many hours to bring the indoor temperature back down to your comfort level. Set your thermostat to 78 or whatever is comfortable while you are home and raise the temperature level while you are away.

4. CHECK TO BE SURE ALL VENTS ARE OPEN

Make sure all of the supply vents in the home are open for cooling.

5. TEST YOUR HVAC SYSTEM

Turn your HVAC system on and let it run for about an hour. Make sure the vents are blowing cold air. If the vents are blowing warm or hot air, you may need refrigerant for your system. You can damage the cooling system components if you operate them when it is low on refrigerant. **Contact the Management Office at 703-578-4855**, or your HVAC contractor, **if you feel your system is not working properly.**

6. OPERATIONAL FAILURE

If your HVAC unit fails to cool or heat, before you call for help, change the filter and re-set the system by turning off the power at the circuit breaker for one minute. **If after 15 minutes, your unit is not operating, call the Management office at 703-578-4855 for service.**



PHYSICAL PLANT & OPERATIONS

Chair, Al Lambert

Good Evening!

For all practical matters, in November 1979 our association began the formal steps to elect officers, enter into a management agreement with Charles E. Smith, and adopt an annual budget for the year 1980. Henceforward, in January 1980 we assumed total control of our destiny. By my arithmetic, that makes us 35 years old this year. I read a survey that asked when does youth end and old age begin. The average response was that you stop being young at age 35, and start being old at age 58. However, the survey showed that opinions differed among the age groups. Younger people, those aged 15 to 24 thought youth ended at just 28 and old age began at 54. Not surprisingly, people in their eighties were more generous. They regarded the final year of youth as 42, and the onset of old age as 67. Apparently, what determines a view of young or old is dependent on the age of the beholder.

For tonight, let us take the average age from the survey that middle age for persons today is about 35 years old. Hence, the age of our building and a middle age person of 35 are identical. We are going to compare an average age of 35 for a person to a condominium age of 35. We know individuals in

middle age (thirties and early forties) are focused on increasing their financial investments along with gaining stability in their lives. Specifically, they want to establish themselves in the areas of a career, family, activities, children's education, assisting parents, and retirement to name a few priorities. In like fashion, the PPOC are owners implementing the stewardship responsibility for a building at age 35 and planning the future operation of our real property assets. That means planning for grounds care, heating and air conditioning operations, building alterations, engineering services, and support contracts.

Hence, the chronological age person of 35 and the PPOC are both planning for the next twenty to thirty years. The middle age person seeks economic security and good health while the PPOC seeks the transition to a mature building association that can accommodate a population combination of young, middle age, seniors, and children. In the role of stewardship, the PPOC identifies what projects should be undertaken or scheduled that will pay dividends in the next twenty to thirty years as the building approaches its golden years. First, we are planning to make significant investments in our infrastructure and common areas. For example, the procurement of two new emergency generators, a renovation of the pool

deck area along with upgrading and repurposing one of the party rooms. A decoration committee has been established for a common area face-lift of the furniture, walls, pictures, murals, and gallery wallpaper over the next five to ten years. PPOC initiatives and projects provide a reliable and cost effective infrastructure and modern styling with minimum ongoing overhead costs. Some of the projects will bring a fresh look to our home and renew you. Best of all each condominium unit will sell faster and you will get a better price for it if things are updated, fresh in appearance, well maintained and have a dependable infrastructure.

The transition from a middle age association having 1970's design, construction, and technology to an association of the twenty-first century will require owner participation. Owners should participate in committee projects to assure the projects will meet

their needs and preferences for the future. The investment in time is minimal consisting of one hour per month in the evening for about nine of the twelve months. The old guard of committee volunteers is dwindling. Without new committee members, our approach to self-governing via a general manager, engineers, and housekeeping staff is endangered. Nonetheless, with a population in excess of two thousand residents, we have a nucleus of volunteers. Our owners possess a lifetime of experience and knowledgeable skills for exploitation to recommend future projects and keep us in our self-managed configuration with highly valued homes for living and a prudent financial investment. Therefore, this evening I urge you to join the PPOC and help us make wise decisions as a middle-aged association thirty-five years old that is planning its transition to the future. We welcome you to join us. Thank you!



FINANCIAL MANAGEMENT

Chair, Wynfred Joshua

The basic objective of the volunteers of Skyline House is to maintain and enhance our living environment and investment. For the members of the Financial Management Committee this is generally reflected in activities financed by the budget. Most of our job is to oversee and report to the Board the financial aspects of Skyline House operations and projects. Generally this translates into recommendations on the Operations budget and the Reserve Schedule.

With respect to the Operations budget, the activities it covers are implemented very well and are mostly in line with what we project every year. For 2014 there were two major discrepancies: Utilities, the perennial culprit, continued to run over budget partly because of rate increases and partly because of greater use even though we had increased the annual allotment for this. The other item was an increase in payroll because this year we had 27 pay periods rather than the usual 26. A happier development was an IRS refund of some \$90,000 of our bond transactions in 2012 and 2013 which we deposited in our Reserve budget.

As to the activities and corresponding funding covered by the Reserve Schedule, we note the major project of 2014 involved garage repairs which culminated in the project to provide garage sealant and painting of the railings. The project was finished just in time before Thanksgiving thanks to the coordinated efforts of Management and members of PPOC and FMC.

To encourage moving on a protracted project, our Committee supported the engagement of Whitlock, Dalrymple, Poston and Associates (WDP), a consulting company, to handle the replacement of the enclosure over the bridge from the East Building to the garage. We have worked for many years with WDP on maintaining the integrity of the garage structure.

Recognizing that we lack the technical expertise and management for various reserve projects, we have frequently hired technical consultants to execute such projects. We are now also looking for more in depth managerial expertise to work on these projects. Thus the FMC supported last fall hiring a project management company to implement the replacement

of the emergency generators, one of our most pressing issues. If this move results in as successful an experience as is indicated, it can serve as an example for future projects.

FMC members explored the possibility of revenue-generating projects. Eventually we ended with recommending two projects to the Board: a proposal to charge a \$5 monthly fee for storing a bike in the Bike Room, and an initiative to install an ATM machine in the lobby. If successful, the former effort could give us an income of up to \$4,800 per year, whereas the ATM could earn us about \$3,000 to \$4,200 in commissions.

This coming year we expect to follow closely the further implementation of the emergency generators

and East Building bridge projects. In collaboration with PPOC we will also be exploring the possibility of other reserve projects scheduled for 2015 and earlier. At the same time as usual we will be reviewing income and expenditures.

We are grateful that our condominium is blessed with a staff that is dedicated to maintaining our comfortable living environment. We appreciate the close collaboration with the President of the Board, our Treasurer, and the members of PPOC and other committees. We wish to recognize especially the FMC members whose dedicated efforts help to sustain the financial integrity of our Skyline House Association.



COVENANTS

Chair, Frank Szumillo

Covenants Committee Meeting Minutes
7:00 pm, Wednesday, March, 18, 2015

The modified minutes of the meeting of February 18, 2015 were accepted by the Committee. Discussion began with regard to the trash that was being thrown about inside and outside. Questions were raised about the use of the cameras and how they could be better utilized. With the relatively low prices for a security system the Committee felt that consideration should be given to expanding the use of cameras as a deterrent. It was agreed that this issue of trash both inside and outside the buildings would be raised with the Board of Directors at their next meeting.

There were no incidents reported to Management since the February 18 meeting. The reminder that Skyline is a pet free zone was raised and the remainder of the meeting was devoted to discussion of the elections. "Meet the Candidates" was held on Tuesday, March 10. Prior to the meeting we had about 44 residents who had voted. We received approximately 10 additional votes during the gathering of the "Meet the Candidates" event. Since Board candidate Sarah Kreger had a previously scheduled commitment, Maria Elena read her introduction to the residents. Ms. Kreger also posted

her information on the bulletin boards where she could be contacted to answer questions. The other two candidates are Karen Johnson and Norman Phillion. Reminder notices have been posted in all elevators reminding residents of the importance of voting by Friday, March 2, 2015 in order to reach a quorum.

The Annual Meeting will be held on Tuesday, March 24, 2015 beginning at 6:30 pm. Refreshments will be served.

A schedule of meetings of the Committees in the Skyline House Unit Owners Association was made available for the Board of Directors.

I have one more acknowledgement of major significance to identify. Bert Barrois accepted responsibility for the task of Chairperson of the Elections Sub-Committee. I want to recognize Bert for his effort and contribution to getting the election process completed. Thanks, Bert. The Covenant Committee meeting ended at 8:00pm



COMMUNITY RELATIONS

Chair, Janice Hill

The Community Relations Committee (CRC) continues outreach efforts within the Skyline House community and beyond. We have a faithful group of members (Toska Prather, Inge Chilman, Sharon Milton, Cora Balmat, Mark Gulliat, Maria Elena Schacknies), and invite others to join us on the third Thursday of the month.

This past year the CRC held a number of activities for the Skyline House community. We held a briefing with NOVA campus officials on the construction project and have periodically provided updated information on the project. We also held three informational workshops—Healthy Living &

Nutrition, Fraud Prevention for Seniors and Navigating Medicare.

Upcoming 2015 activities include collaboration with the Safety, Security & Neighborhood Watch Committee for a meeting with the Bailey's Crossroads Volunteer Fire Department on fire prevention and safety; participate with the League of Women Voters on Meet the Candidates for county & state November elections; and a Navigating Social Security workshop.

We appreciate your ideas and suggestions; please join us on the third Thursday of the month. We look forward to seeing you!



SAFETY, SECURITY, & NEIGHBORHOOD WATCH

Chair, Diane Zierhoffer

Good evening, Madam President, members of the Board of Directors, fellow owners and residents, and members of the Security, Safety & Neighborhood Watch Committee, who are: Inge Chilman, Hannalore Jones, Gladys Manrique, and Diane Zierhoffer.

We would like to invite all residents to join us at meetings held on the second Wednesday of every other month, consider joining the committee, and consider the chairmanship. Your input to security and safety issues is needed to ensure they are addressed for the well being of our community.

The security and safety of our community is of utmost importance to all residents. The Management Office staff, our security staff, Neighborhood Watch patrollers, members of this committee, the maintenance and support staff and the residents of our fine community work together to keep our homes safe. We wish to remind each resident of Skyline House that your eyes and ears are critical to keeping our neighborhood safe and secure.

Our Courtesy Officers conduct sweeps of our buildings, the garage, and the property throughout

their shifts. With each sweep, they ensure safety and security, and act as deterrents to potential crime and vandalism. Officer Lenny Mason is our new site supervisor from CES. Please stop by during the evening shift to say hello.

Members of the Security, Safety and Neighborhood Watch Committee continue to attend the monthly meetings of the Fairfax County Citizens Advisory Committee. Our attendance at these meetings promotes community support to the Mason District Police Department and provides us with security and safety information of interest to residents of Skyline House.

A recent fire in the home of one of our residents should serve as a reminder to each of us to review the Emergency Action Plan posted on the Skyline House website and to use it as a baseline for preparing a plan for you and your family. Please prepare yourself and your family to meet an emergency. Complacency, thinking it can never happen to me, could be your worst enemy. A firefighter from Fairfax County Fire Department will make a presentation on fire prevention and fire safety on 19 May in the West

Party Room. Please join the Community Relations Committee and the Security, Safety and Neighborhood Watch Committee in welcoming Shawn Crisp, and in learning ways to keep ourselves and our homes safe from fire.

Residents are asked to look for unusual circumstances in the common areas and report safety and maintenance issues in the Maintenance Log at the Front Desk. The penthouse and sun decks, and our exterior doors are areas ripe for problems. If you see a problem, please report it either to the Management Office, to the Front Desk, or in the Maintenance Log for quick attention.

In summary, our main lines of security: our garage doors, our key fob tracking, our Courtesy Officers' patrols, our surveillance cameras, and our neighborhood watch, coupled with your participation in reporting security issues have all contributed immeasurably to ensuring our safety during this past year. This committee pledges to continue to provide oversight to Skyline House security and safety, working closely with our local police and fire departments, the Management Office, our neighbors throughout Skyline City and our fellow committees to provide you the safest possible place to live and prosper.



RECREATION COMMITTEE

Chair, Sharon Milton

Good evening, I am Sharon Milton. I have been a resident of Skyline House since 2011. In July 2012 the Recreation Committee was reactivated. We are totally self-sustaining and take no Association funds.

2014 was a busy year: a year of successes, moderate successes and some colossal failures.

Successes include the two barbeques and the fourth of July party held on the East deck; this year thanks to the wonderful elevator signs most of the people who showed up knew that there was a party.

The Halloween party and Trick or Treat activity continued to be popular, as well as the Holiday Pot Luck. In 2014 we instituted a Sunday Brunch. This was initially thought to welcome new residents, but everyone is welcome and it has been well received.

We also are working in concert with management to provide tours for those newcomers who are interested.

TGIF (or Happy Hour as some people call it) is a favorite of the people who come, but we would welcome more people.

I mentioned colossal failures and yes, we made some mistakes. We tried Movie Night twice. Long story short this did not work. We also did a trip to a Nats game. The weather was fine the game was good but, the idea did not catch on.

Our plans for 2015 are pretty much the same except that we will add a sky-high recycle sale on May 2nd.

We currently have seven members and one Board Liaison. We also have volunteers who help with donations, time and encouragement.

We welcome new members, but you do not have to be a member to make suggestions which are always welcome.



GARDEN CLUB

Chair, Al Lambert

Good Evening! What is the mission of the Garden Club? The primary mission is to plant flowers. Flowers impart happiness on all age groups from children, teenagers, adults, and seniors. They also

have a positive effect on our emotional well-being. A secondary objective of the garden club is to improve the appearance of our grounds by planting trees, bushes, and shrubs.

Planting flowers and enhancing our landscape is a straightforward task. It is remarkably simple but has a significant impact on the environment and our psychological outlook on life. That is our emotional state whether we are generally happy and have coping mechanisms to deal with stress or challenging events. Tonight let us look at the significance of a garden club on the environment and then our home to include our emotional state. First, we will use the continental United States as a macro view of the garden club impacts on the environment. There are scientific studies showing crime decreases in neighborhoods as the amount of green space, gardens, and flowers increases. We also know gardens have a role in filtering rainwater that helps to keep lakes, rivers, and groundwater clean. Finally yet importantly, we know that trees play an enormous role in gardens by restoring oxygen to the air and helping to reduce air pollution. In that regard, the garden club has planted in excess of twenty trees since its inception. That is the macro view.

Let us now look at a micro view of a garden club benefits for our association and residents. To put a twist on a familiar slogan we could say that clothes make the person and flowers make our home for refuge and comfort. Most everyone agrees that flower gardens actually increase property values and make our association look classy with curb appeal. They tend to compliment the association exterior and draw the eye to a specific landscaped area. However,

as mentioned flowers also affect our mood. Some flowers have a pleasing scent but color in particular can create feelings such as calm, graciousness, excitement or any mood a Gardner wants to achieve. The club attempts to stay with two or three colors and repeating those throughout the landscape to obtain the highest impact. The colors red and yellow stimulate cheerfulness and tend to draw the eye quicker than other colors. The color white suggest crispness, pink is soothing and blue is calming. Fortunately, there is no right or wrong when it comes to color in the garden.

This year we again intend to plant abundant flowers throughout our grounds. As always, we will give a nod of emphasis to the routes of our garage entrance and exit. The reason is to ensure all residents in their car departures and returns experience the emotional and positive mood benefits of flowers. It is important to positively influence your mood on departure and convey a feeling of welcome and relief to be returning home. Nor will we forget flowers in front of our association to welcome visitors, potential buyers, and residents leaving and returning home via the main lobby entrance.

This summer as we all enjoy the flowers let's share the positive mood benefits of flowers by acknowledging each other in the corridors with some sort of greeting such as a nod, hi, or hello as we pass our neighbors in the corridors or garage. Thank you!



GOOD NEIGHBORS

Co-Chairs, Alina Gonzalez and Virginia Fissmer

I would like to start my report by thanking Toska Prather and Virginia Fissmer for serving as Chair and Co-Chair of the Good Neighbors Volunteers. Toska has served as the Chair for many years and has recently stepped down. Virginia and I are the new co-chairs.

I would also like to thank the following volunteers who have been the core of this group for many years.

They are:

Louise Albin

Norma Anderson

June Baker

Julia Bates

Belen Eliot

Virginia Fissmer

Hannelore Jones

Wayne Krumwiede

Sonya Livingston

Geraldine Naveau

Gwen Petijean

Toska Prather

Maryanne Sollak

Fran Stamm

Marilyn Silver

Nilda Viqueira

Judith York

Some of these volunteers are no longer able to participate and we are in dire need of new volunteers.

In the past, volunteers have been able to serve two months a year. Due to the fact that we now have fewer volunteers, it is difficult to keep that schedule.

GOOD NEIGHBORS

The purpose of the Good Neighbors Program is to help residents of Skyline House who need assistance for health reasons, including residents who are housebound. This service is NOT available for medical emergencies. In the event of a medical emergency, the resident MUST call 911 for help. Good Neighbors volunteer to help in the following ways:

- Taking residents to medical appointments within the radius of approximately 10 miles. If the Good Neighbor wishes to wait for the resident at a hospital or doctor's office, this can be arranged in advance. If the Good Neighbor goes back home, pickup time can be determined between the two parties.
- Picking up prescriptions at local pharmacies.
- Picking up mail or packages at the Front Desk or the mailbox.
- Picking up groceries at the local supermarkets.

Any requests of an unusual nature not listed above should be directed to Alina Gonzalez (703-379-5391) or Virginia Fissmer (703-379-2901).

Many thanks to residents who have served as Good Neighbors. This program really needs and wholeheartedly welcomes new volunteers. If you want to help neighbors in need, and to make the Skyline House Community even better, please contact Alina or Virginia.

April

June Baker, 703-824-2619

Julie Bates, 703-845-0746

MAGAZINE DONATIONS FOR LOCAL HOSPITALS

Thank you very much to the Skyline residents who have been faithfully donating their magazines via the **collection box located at the Front Desk**. Your contributions are routinely distributed to Alexandria Hospital and other medical facilities such as Chemotherapy and Dialysis Units and Cardiology and Specialized Medicine waiting rooms. Your donated magazines provide much needed distraction for patients awaiting or going through difficult medical procedures and help to break up some very long hours for family members and friends accompanying and visiting those patients.

Please remember:

Magazines only, and only magazines published **within the last three months**.

Please don't submit store catalogs or ads, travel brochures, calendars, college/church/alumni bulletins, etc.

If you have any questions regarding this much-appreciated program, please call Marilyn Baker at 703-671-6759.



SKYLINE HOUSE CALENDAR

April 2015

WWW.SHUOA.ORG



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 Recreation 7:00 – 8:00 p.m Meeting Room Library Open 7:00 – 8:00 p.m. East Penthouse	7	8	9 PPOC 7:00 PM Meeting Room	10	11
12	13 Library Open 7:00 – 8:00 p.m. East Penthouse	14	15 Covenants 7:00 PM Meeting Room	16 CRC 7:00 PM Meeting Room	17 TGIF WPR	18
19	20 FIN MGT 7:00 PM Meeting Room Library Open 7:00 – 8:00 p.m. East Penthouse	21	22 BOARD 7:00 PM Meeting Room	23	24	25
26	27 Library Open 7:00 – 8:00 p.m. East Penthouse	28	29	30		

BOARD OF DIRECTORS

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