

1 Association Organization

1.1 Directors

The management of the affairs of the Park West Community Association is vested in a nine-member Board of Directors. Each Director is elected for a three-year term. Three of the nine directors are elected each year at the annual meeting. Current Director information may be found on the website www.parkwestcommunity.org.

1.2 Officers of the Association

The officers of the Park West Community Association are elected by the Directors. Officers serve for one year and are elected at the first meeting following each annual meeting. Officer positions include a president, vice president, treasurer, and secretary. Current officer information may be found on the website.

1.3 Committees of the Association

The Park West Community Association appoints committees as deemed appropriate in carrying out its purpose. The sole committee required to be appointed is the Nominating Committee. All current committee chairperson information may be found on the website. If you are interested in joining any of the committees listed herein or if you have any questions or concerning related to the committee, please contact the specific committee.

Architectural Control Committee

acc@parkwestcommunity.org

The Architectural Control Committee (ACC) is responsible for maintaining the attractive appearance and property values of the community. This is done through the enforcement of the PWCA Architectural Rules (see section 2). Contact the ACC if:

- ❖ you make any external changes to your residence such as:
 - painting the exterior of your home or replacing your roof.
 - installing a new storm/patio door, siding, shutters, fence, or windows
 - building a deck or patio, replacing your steps, or altering your landscape
- ❖ you receive a notice stating that your property does not conform to Architectural Control Committee criteria.

Communications Committee

(communications@parkwestcommunity.org)

The Communications Committee is responsible for disseminating information to PWCA residents. This includes publicizing special events, informing residents of changes to PWCA services, and notifying residents of news affecting the community. The main vehicles for disseminating this information are through the message boards at each entrance; the PWCA Newsletter, *Park West Pages*; and the PWCA Web Site, www.parkwestcommunity.org.

Environmental Control Committee

(environment@parkwestcommunity.org)

The Environmental Control Committee is responsible for scheduling maintenance of the common areas. This includes planting, trimming, mulching, tree removal, lawn care, trash/recycling, the tot lot and overall neighborhood beautification. The Environmental Control Committee also plans and coordinates community clean-up days.

Hospitality Committee

(hospitality@parkwestcommunity.org)

The Hospitality Committee is responsible for welcoming new residents to the community and manages the Block Captain program.

Nominating Committee

(nomination@parkwestcommunity.org)

The Nominating Committee is responsible for nominating members of the Association for election to the Board. Any member of the Association who desires to be considered for election should contact this committee. The nomination form may be found on the website.

Parking Committee

(parking@parkwestcommunity.org)

The Parking Committee is responsible for enforcing the community's parking restrictions. This is done to ensure road safety and allow emergency and service vehicles to access homes in the community. The PWCA retains the services of a towing company, Dominion Towing, which regularly patrols the community. Any vehicle found to be in violation of the parking rules and regulations is subject to be towed, at the owner's expense. Call the Parking Committee Chair if:

- ❖ you notice that a car has not been moved from a common area parking spot for an extended period of time
- ❖ an unidentified car is parked in your spot and you are unsuccessful in locating the owner of the vehicle
- ❖ you see a vehicle double-parked, parked along a curb painted yellow, or poses a safety hazard to the community.

Pool Committee

(pool@parkwestcommunity.org)

The Pool Committee is responsible for overseeing the operation of the community pool. Questions regarding pool rules, membership, admittance procedures and special events should be addressed to the Pool Committee.

Social Committee¹

(social@parkwestcommunity.org)

The Social Committee is responsible for organizing social events throughout the year, to include the Annual Meeting. Current social calendar information may be found on the website.

Streets and Sidewalks Committee

(streets@parkwestcommunity.org)

The Streets and Sidewalks Committee is responsible for the maintenance and upkeep of the PWCA streets and sidewalks. This includes paving the streets, painting all markings on the streets and curbs, maintaining the street lights, managing snow removal and repairing damaged concrete.

Webmaster

(webmaster@parkwestcommunity.org)

The Webmaster is responsible for maintaining the PWCA Web Site.

¹ Committee re-initiated on 20 December 2016. Addition of section approved by the PWCA Board of Directors on 17 January 2017