

**ANNUAL MEETING
PARK WEST COMMUNITY ASSOCIATION
Thursday, November 18, 1999**

Location: Meeting held at Laurel Ridge Elementary School

Board Members Present:

Susan Underwood, President
Elise Converse, Treasurer
Don McBride, Architecture Committee Chairperson
Joanne Biagi, Secretary
Paul Downey, Environmental Committee Chairperson

Not present;
Nancy Reynolds, Co-Chairperson – Pool Committee
Pam Switzer, Co-Chairperson – Pool Committee
Ken Dewell, Vice President

Meeting called to order @ 7:30 p.m. by Susan Underwood

Wes Schroeder from Armstrong Management (Property Management) stated that quorum was met.

Minutes of the previous annual meeting approved by Association Members.

Website for Park West

Susan Underwood thanked board and homeowners for help keeping the neighborhood in good condition.

We have a new website for Park West at: [www:parkwestcommunity.org](http://www.parkwestcommunity.org)

Web page has information regarding all rules and regulations including Fairfax County regulations. Community bylaws not in yet. Home businesses may advertise (including items for sale). Please let association know who does not have access to Internet and will get newsletters by mail. Internet address goes to Armstrong and startup costs were \$500, including registration of name, and designing the web page. There will be a \$20-30 a month web page fee.

Question: What is the fee for advertisement?

Answer: Not sure yet.

Treasurer's Report

Fiscal year September 1999 – surplus \$31,686

1.2% under projection goal

Next year expenses will be Tot Lot and moving Lifeguard chairs in the pool.

Motion made by Susie Dorman to have board review reserves with study by professional company. Results should be posted on the web page and consider results before budget for 2001. Kevin Berry seconded. Motion carried.

Motion made by Jim McHugh to post all meetings on web and mailboxes. Seconded by Tom Dorman. Motion carried

Susan Underwood asked for volunteers to post notices on mailboxes.

All streets covered.

Resale packages not given to buyers. Association can legally go to realtor.

Architecture Report

Don McBride reported that liens are put on homes that are not fixing violations.

3 notices are given then we set up a hearing of \$50 initial fine and \$10 a day to be capped at estimated repair costs not to exceed \$1500.

Satellite dishes: Contact architectural chair and will work with homeowners as to where it will work and homeowners to help make placement aesthetically correct. Four (4) full walkthroughs (front and back) and 2 partials (front only) are performed each year.

Environmental Report

Paul Downey stated that we are using the same landscaping company. PWCA gets a reduced rate because the company can utilize the pool parking lot for their snow removal equipment. Cleaning of leaves occurs weekly. Complaints are received that grass and leaves are blown onto properties.

VA Power front loader did lots of property damage.

Look into noise regarding sick person in home. Posting sign saying “Quiet Zone”.

NOMINATION

Wes Schroeder discussed the ballots and voting. There are 2 members on the ballot **Joanne Biagi and Elise Converse** and there are three positions open for the Board of Directors.

Therefore, 1 member is needed for the Board of Directors. Nominations from the floor were requested. Jim McHugh nominated and seconded from floor.

Mike Namvar nominated and seconded. Nominations closed – seconded and carried.

Tom Dorman and Robert Ritchies will count votes along with Wes Schroeder.

New Business

More tot lot suggestions were received.

1. Corner of Carriage Park Road and Gainsborough. Remove trees and fence in this area.
2. Move basketball court and put tot lot there. Already ground level. New Equipment needed. Fairfax County approval needed for safety. 4 types of padding needed on surface.

Susan Underwood made a motion to move tot lot and buy equipment. Possibly \$25,000 earmarked for this project. Bob Hawkes made a motion to move the tot lot to basketball areas and for board to consider. Seconded by Jim McHugh. Motion carried.

Amendment to motion: Board to be limited to \$40,000. Motion passed.

Members elected to the board for 2000-2001 are:

Joanne Biagi, Elise Converse and Jim McHugh

Register with county on noise ordinance and fine homeowner \$50.

Motion to close meeting by Jim McHugh. Seconded by Elise Converse. Motion carried.

Meeting officially adjourned at _____.