

**Minutes of PWCA Board Meeting
Tuesday, March 21, 2000**

Meeting called to order at 7:30p.m. at Don McBride's home

Attendees: Jim McHugh, President
 Elise Converse, Treasurer
 Joanne Biaggi, Secretary
 Don McBride, Architectural Committee
 Susan Underwood, Streets and Sidewalks
 Paul Downey, Environmental

Not in attendance: Nancy Reynolds, Pool Committee
 Pam Switzer, Pool Committee
 Ken Dewell

Approval of Minutes:

February minutes read; Jim made motion to approve; seconded by Paul Downey

President's Comments on Community:

- Jim thanked Susan for past Presidency.
- Jim will pass out responsibilities to each of us.
- Trash and Parking needs to reorganize.
- Fix sidewalk by Messners' house
- Install new tot lot and remove old
- Sponsor Community Get together

Streets & Sidewalks

- Keep up painting on curbs and speedbumps.
- Motion made by Joanne to paint the curbs by the mailboxes. Susan amended motion to include painting the speedbumps; seconded by Paul Downey. Approved
- Sand has been swept off of streets
- Repair sidewalks. Will check when Architecture committee goes around.
- Call Fairfax County to repair bike path on Roberts Road and streetlight and crosswalk across Braddock at Carriagepark for bus stop.
- Cold tar sealer may be needed in a few years.
- Susan volunteered to do environmental impact study.

Treasurer's Report

- Elise had a few questions on prepared Insurance and Income tax receivables. Will check further on this.
- Will change expense category for Internet Web Site.
- Will ask about architecture expense not being separate on balance sheet
- Audit and taxes expenses = \$1400
- 4831 Carriage Park Road – Homeowner requests we forgive violation charges. Have Armstrong draw up letter with payment plan and possible discount fine if the fine is paid by May 15th.
- Proposal by Jim to change date of HOA late fee from being levied on the 11th to the 16th of each month to alleviate mailing to Phil. Don McBride seconded - Passed

05/05/00

Prepared by Nancy Reynolds

Architecture Committee

- Armstrong Contract due April -May be an increase. (Mailing for violations and data entry may increase.) Review at next meeting, April 19th
- Inspection dates – April, June, October, December. Full community inspection every other month
- Partial inspections is reviewing violations only
- Motion made by Paul to let owner at 4833 Carriagepark Road permission to cut tree in back yard. Seconded by Don. Approved

Environmental Committee

- Gib-Mor was called to pick-up trash after trash day.
- Hold off mowing till April; spring maintenance
- Trash removal tabled
- Tot lot needs to be removed. Site by ½ basketball court. Paul motioned; Jim seconded. Passed
- Basketball court will be 1 full court. Tot lot on other side separate by fence
- Jim proposed move 1 basketball hoop to make 1 full court; Paul seconded . Passed
- Paul will get estimates for county approved equipment.
- Noise and Parties – call Sharon Bulova re: finding out what we can do.

Parking

- Jim made motion to amend parking regulations to remove all tools and ladders from vehicles. No overnight for commercial for hire vehicles. Joanne seconded. 4 ayes; 1 nay; Passed
- Commuter Parking – enforce illegal parking; Jim approved

Pool Committee

- Committee Chair members absent; nothing to report

Communications:

- Website address: parkwestcommunity.org
- Website should be updated monthly; as soon as possible after each board meeting
- Jim proposed to pass reading of meetings via e-mail. Seconded by Paul. 3 ayes; 2 abstain. Passed.
- Jim will redesign Website
- Jim requested BOD Addresses and Phone #'s for Committee Chairs for mailing, web page and official documents
- The following is proposed information for the web site:
 1. Minutes of BOD meetings
 2. Annual Meeting Minutes
 3. By-Laws
 4. Parking Rules and Regulations
 5. Architectural Rules and Regulations
 6. Environmental Rules and Regulations

NEW BUSINESS

- Board meetings will be held on the 3rd Wednesday of each month at 7:30 at locations to be determined by the BOD
- Meetings to be opened to Community 3 times a year; April, June and September and the annual meeting in November. Don seconded; 4 ayes, 1 nay. Passed

Motion by Joanne to adjourn meeting at 10:30 seconded by Paul – passed.

05/05/00

Prepared by Nancy Reynolds