

Minutes of PWCA Board Meeting
Thursday, April 26, 2001

Meeting called to order at 7:37pm at Elise Converse's house

Attendees:	Jim McHugh, President	Don McBride
	Joanne Biagi, Secretary	Pam Switzer
	Elise Converse, Treasurer	Kristen Cigler

Not in attendance:	Boris Jukic, Vice President	Rich Juchnewicz
	Paul Downey	

Approval of Minutes:

Pam requested March minutes be amended to include her request to post 2001 Budget on website.

Motion to approve minutes from March 2001 meeting (with Pam's addition) by Jim, seconded by Don; motion carried.

Treasurer's Report:

Elise needed clarification on some of the bills paid by Armstrong. Armstrong will investigate and get back to Elise.

Armstrong paid some bills late because they were awaiting Board approval. The Association in turn had to pay late fees. Jim will contact Armstrong about this situation.

Elise will update Kinko's charge card list to reflect current Board.

A discussion was held regarding setting up a corporate credit card for the Association. Motion by Jim not to get corporate credit card, seconded by Pam; motion carried.

Architectural:

Spring 2001 home inspections have been completed. Letters will be mailed to homeowners on or about April 30th.

Jim will send a letter to Armstrong expressing the Board's concern over the fact that Armstrong had one person conducting the inspections instead of the three that were agreed upon in the contract.

Communications:

Don suggested having a classified section on the website for neighborhood use only.

Hits on the website have doubled in the past month. New trash policy has been added. Information regarding upcoming Board meetings has also been updated.

Resident Melissa Messner has volunteered to put together a quarterly newsletter if information is given to her in a timely manner. The Board discussed the possibility of doing this.

Community Watch:

Paul went to a meeting with the Police Department regarding setting up a neighborhood watch. The police will help with training the neighborhood volunteers.

Environmental Committee:

Proposal from J & L Tree Service was reviewed. Motion made by Jim to approve the proposal, Joanne seconded; motion carried.

Environmental Chair will notify homeowners of any trimming of private trees due to interference with community property.

Cleaning of water drainage area is not in Gibmor contract.

Community clean-up day was very successful. Over 600 pounds of trash was taken to the dump.

Discussion of increased trash violations due to new policy.

Motion made by Jim to reduce fees to \$10 for the first violation, \$20 for the second violation, \$30 for the third violation, \$40 for the fourth violation and \$50 for each additional violation, seconded by Don; 3 aye, 3 nay.

Motion made by Kristen to provide residents with a warning for the first violation. Fees for additional violations would be \$10 for the second violation, \$20 for the third violation, \$30 for the fourth violation, \$40 for the fifth violation and \$50 for each additional violation, seconded by Jim; motion carried.

Residents will receive a letter notifying them of the changes to the fines.

Parking:

Homeowner requested reimbursement for car towed for parking in the yellow area. Board decided that towing was justified based on the photo provided by Advanced Towing.

Pool:

A letter will be sent to residents regarding the opening of the pool for Summer 2001 and discussing the issuing of pool passes.

Motion by Jim to increase the minimum amount of money that a home can owe to the Association before they are denied pool passes from \$10 to \$30, seconded by Kristen, 4 ayes, 2 abstain; motion carried.

Motion by Jim to purchase directors chair (about \$100) for the guard room, seconded by Kristen; motion carried.

Motion by Jim for \$50 for plants for the planters, Joanne seconded; motion carried.

Motion by Jim for \$750 for 4th of July pool party, Pam seconded; motion carried.

Streets and Sidewalks:

Sign on Carriagepark Road has been fixed.

Fairfax County Water Authority has granted permission for Association to replace concrete around manhole covers.

Contract for concrete repair has not yet been received. The cost of fixing the storm drain on Carriagepark court will be approximately \$1000. Don will give copies of the contract to the Board to approve when the contract arrives.

Cold tar sealing and striping will begin on or about June 25th. Cars will need to be moved the night before. Letters will be sent to residents explaining the project.

Motion by Don to purchase additional signs, seconded by Jim; motion carried.

Welcoming Committee:

Kristen has draft of new Community Guidelines. Board will review at May meeting.

Motion by Joanne to adjourn the meeting at 10:20pm, Pam seconded; motion carried.

Next meeting will be on Wednesday, May 30th at 7:00pm at Kristen Cigler's house.