

Minutes of PWCA Board Meeting
Wednesday, September 19, 2001

Meeting was called to order at 7:09 p.m. at Robinson Secondary School.

Attendees:	Jim McHugh, President	Paul Downey
	Rich Juchnewicz, Vice President – Late	Don McBride
	Joanne Biagi, Secretary	Pam Switzer
	Elise Converse, Treasurer	Heather Villavicencio
	Kristen Cigler	

Also in Attendance: Renata McHugh, Pool Chair

Approval of Minutes:

- The minutes of the August meeting were not available for approval.

Treasurer's Report:

- Elise reported that pool supplies bill and lighting bills have been paid. Grounds maintenance bill has been adjusted.
- Jim motioned to donate \$540 (\$2 per home) to the Pentagon Relief Fund, seconded by Pam. Motion carried unanimously.
- Discussion regarding expiring money market accounts. Jim motioned to put \$25,000 each into a one-, two-, and three-year CD. Joanne seconded, motion carried unanimously.
- The retained earnings line item needs to be kept under \$7,000 or the association would be liable for additional taxes and could possibly be audited by the IRS. Currently, the amount is \$17,418.23.

Environmental:

- A report was submitted by Kevin Berry, Environmental Chair. Trash violations letters were sent in August. Letters were sent for 27 renters and 115 homeowners. One homeowner received a letter for a violation, which occurred prior to his ownership. Jim motioned to waive fines for neighbors who moved in after violations. Pam seconded, motion carried unanimously.
- Removal and trimming of trees have been completed according to contract. Additional dead trees will need to be removed.
- Kristen will contact a pest control company to determine cost of spraying tot lot for bugs in mulch. Paul will ask the company that delivered the mulch what should be used.

Pool:

- Renata reported that sunshine dollars went toward pool expenses and the splash party money paid for a portion of the party.
- Following recent repairs of lighting, an additional pole light burned out. The cost to repair the light fixture is \$286. Jim motioned to approve repair. Heather seconded, motion carried unanimously.
- Proposal to resurface main pool was submitted by Atlantic Pool for \$8500, plus \$350 to tile steps with black tile. Pam motioned to approve pool refurbishing. Paul seconded, motion carried unanimously.

- Atlantic Pool submitted proposal for a pool cover for the baby pool for \$900. Pam motioned not to spend more than \$900 and renegotiate the expense. Joanne seconded, motion carried with seven ayes, two nays by Jim and Don.

Social Committee:

- The Board discussed a party for children in the fall i.e. Halloween parade. Tabled.
- The Board discussed putting out an event calendar for 2002 in the January newsletter.

Architecture:

- BOD is waiting for a report from Armstrong Management. Inspections are in spring, July, and October.
- Siding inspections revealed two homes have siding in alcove by door instead of capping. Pam motioned that painted surfaces i.e. bay windows, alcoves, dormers, rake boards, will be painted or wrapped and the color must be consistent with the rest of the house. Jim seconded, motion carried with eight ayes, and one nay from Don.

Communications:

- The newsletter is going out with the bills from Koger Management. The deadline for the next newsletter is November 15, 2001. Hopefully, it will be done the week after the annual meeting.

Community Watch:

- Paul rode through the neighborhood with the police. The community is in good shape, which is a deterrent to crime. Police suggestions include shrubbery should be trimmed near lighting and away from pathways; get low-levels lights for paths; put a sign at the tot lot stating 'closed after dusk' and 'for the use of private community only'.
- Paul has fingerprinting kits available for neighborhood children.

Streets and sidewalks:

- A letter was received from Domino's insurance carrier stating it will pay the \$2500 claim against their client for the damage resulting from their driver driving over the newly sealed streets.
- Railings around walkways need to be repaired and painted.
- The streetlights on Carriagepark Court are still out. It was determined that the lights are out because contractors for a homeowner twice cut the wires while performing services on the homeowner's property. A letter will go to the homeowner informing her of responsibility for the cut wiring and repairs.

Parking:

- An increase in parking violations has been noted.
- Jim will make sure the Board of Directors and Koger Management will be together on replies to email to and from residents.

Welcoming Committee:

- People in the community are needed to welcome new homeowners. Volunteers are needed in each section. Check Welcome Wagon regarding welcome packets/baskets. Koger is to keep BOD informed of new homeowners.

Unfinished Business:

- Community signs at both entrances: community bulletin boards and Kings Park West sign at Roberts Road entrance. Pam will get information with prices and types of signs.
- Jim proposed that on September 30, 2001, Armstrong Management is to make a journal entry down to \$6,000. Paul seconded, motion carried unanimously.
- Jim motioned to adjourn the meeting at 9:30 p.m. Paul seconded, motion carried unanimously.

The next meeting will be Wednesday, October 24, 2001 at Robinson Secondary School, Recital Room.