

**PWCA
Board of Directors Meeting
Tuesday, January 14, 2003
Koger Management Company**

The meeting was called to order at 7:05pm.

In attendance were:

Rich Juchnewicz-President	Susan Diamantes
Kristen Cigler-Vice President	Stephen Lubore
Heather Villavicencio-Secretary	Don McBride
George Burgee – Treasurer	Brigette Peterson

Also in attendance:

Howell Thomas, Koger Management Company

Old Business:

Rich motioned to accept December 2002 minutes with changes. Heather seconded the motion, motion carried unanimously.

Treasurer's Report

Howell was going to check into the November trash bill—looks like the Association was double-billed.

Steve wanted to know about our insurance and what it covers.

George led a discussion about the credit card fees the Association is charged every time residents use their credit cards to pay the quarterly assessments. There were approximately 10 credit card charges this past assessment period. The credit card usage fees are roughly about \$55-\$57 charges twice a year.

George motioned to stop accepting credit card payments. Kristen seconded it. The motion passed. The ayes were Rich, Kristen, Susan, Steve, Heather and George. The nays were Brigitte and Don.

Steve motioned that if a homeowner wants to use a credit card, it would be considered on a case-by-case basis. Heather seconded it and the motion passed unanimously. Howell is going to put a message on the next assessment bill to inform residents of the change in the credit card policy.

Environmental Committee

Rich read a trash violation complaint/appeal by a resident. Rich then motioned to deny appeal for trash violation. Brigitte seconded it. Steve abstained. Everyone else was aye.

Rich motioned that we repeal a trash violation and give the homeowner a refund \$30 and put the homeowner back at the 4th violation. Kristen seconded it and the motion was unanimous.

Pool Committee

Howell informed the Board that it was time to sign the pool contract with Atlantic Pools. Heather motioned to accept the pool contract. Susan seconded it and the motion passed unanimously.

Don wanted to discuss the age limit of the chaperones this summer at the pool. Howell was going to get more information about pool rules from other associations.

ACC Committee

Rich stated that there was nothing to report. Next inspection is scheduled for March 2003.

Communications Committee

George nominated Susan for Communication chair. Kristen seconded it and Susan accepted. There was a brief discussion about accepting neighborhood advertising in the back of the newsletter. Issue was tabled until next meeting.

Brief discussion about the welcome packet and the fact that it is hard to find on the website. Kristen was going to talk to Jim about changing the location on the site.

Streets and Sidewalks Committee

Brigette reported that Howell replaced two missing signs.

Howell reported on the status of the entrance light. A Virginia Power rep told Howell that the power is working to the light, therefore it has to be a malfunctioning light. Kolb Electric is scheduled to check the light.

Kolb Electric replaced the bulb at the pool. The light is still out and Kolb is going to check it again.

Parking Committee

George reported issues—nothing serious.

Website Committee

Nothing to report.

Unfinished Business

The names of the Christmas decorating contest were submitted to Howell. He is going to have the checks cut.

Howell needs approval for snow removal bill. Susan motioned to pay the bill and Brigette seconded it. The motion passed unanimously.

ARB violation discussed. Resident to schedule a meeting with ACC chair.

New Business

Brigette checking into whether police can check on individual houses. There is a concern about some illegal activities.

Kristen motioned to adjourn the meeting, Brigette seconded it. The motion passed unanimously. Next meeting scheduled for February 11, 2003.