

**PWCA**  
**Board of Directors Meeting**  
**Tuesday, October 14, 2003**  
**Robinson High School, Room 509**

The meeting was called to order at 7:08pm.

**In attendance were:**

Rich Juchnewicz-President	Steve Lubore
Kristen Cigler-Vice-President	Don McBride-late
Heather Villavicencio-Secretary	
George Burgee – Treasurer	

**Absent:**

Brigette Peterson

**Also in attendance:**

Howell Thomas, Koger Management Company

**Old Business**

Steve motioned to accept the September 2003 meeting minutes with changes. Kristen seconded the motion and it passed unanimously.

**President's Report**

Rich had questions about the tree trimming and landscaping. He suggested that we have a Board member walk around with JL Tree Service to ensure that the correct trees are trimmed and removed. Howell suggested spraying the tree with a dot of paint to help minimize the confusion about which trees are on the invoice.

Rich also had some questions about the budget comparison. We went through the sheets as a group to clear up the questions.

Rich also wants Kolb Electric to come out and fix a light near his house that has not been working for some time.

Rich was interested in taking advantage of the Witch Watch. GMU students would be posted on the corners in our neighborhood to ensure the safety of the trick-or-treaters. Kristen was going to contact the coordinator about adding our neighborhood to their list.

**Treasurer's Report**

George wanted to know what happened to transition bank account. Howell will look into it. George also still had questions about the Board/Comm checking account. His concern was that there is no documentation for this account. Howell will look into the information that was sent over to Koger by Armstrong Management. George also wanted to make sure the bill date reflects a due date of the 10<sup>th</sup>, not the 30<sup>th</sup>.

### **Environmental Committee**

There were no trash violations reported this month. Kevin, Rich and George are planning to walk through the neighborhood and identify areas of major erosion and then determine a plan to fix these areas.

Rich wanted to thank Rick Messner for the use of his chainsaw. Rich, Don and Kevin used it to cut down some trees after the hurricane.

### **Pool Committee**

Don authorized Howell to pay the Atlantic Pool bill. He also has a letter he wants to send to residents about Koger issuing pool passes next summer. Steve requested a copy of the letter to post on the website. The BOD decided to stay with Atlantic Pools again next summer.

### **ACC**

Moving along—nothing out of the ordinary. Rich has had many requests for windows and painting.

### **Communications Committee**

Steve posted the proxy on the website for residents to download. He also requested that Howell make sure the message is on the bill next time as requested.

### **Streets and Sidewalks Committee**

We still need replacement signs for the entrances — speed limit sign and a no trespassing sign.

### **Parking Committee**

George will write homeowner a letter thanking him for moving his vehicle to a different spot. George will also call Advanced Towing to make sure that they are coming through the community. Don found the list of parking spaces to determine which spaces go with each house.

### **Website**

Steve updated the website. He wanted to find out how to get our HOA on the Fairfax website.

### **Management Report/Unfinished Business**

Howell was working on the forms for the annual meeting scheduled for November 20.

### **New Business**

Don wanted to know if we should buy the storage unit for the pool or should we wait. He is also cleaning out the attic at the pool house. He requested that the different committee members look through the files and discard/save material as necessary.

### **Adjournment**

Steve motioned to adjourn the meeting at 8:33 pm, Rich seconded the motion and the vote was unanimous.