

**Park West Community Association
Board of Directors Meeting
Tuesday, January 13, 2004
Robinson Secondary School – Room 508**

The meeting was called to order at 7:15 pm.

In attendance were:

Rich Juchnewicz – President
Kristen Cigler – Vice President
George Burgee – Treasurer

Don McBride
Steve Lubore
Brigette Peterson – Secretary

Absent:

Kimberly Eckert

Also in attendance:

Howell Thomas, Koger Management Group

Old Business:

Rich noted that the December meeting occurred on the 9th and not the 28th as recorded in the minutes from last month. Kristen motioned to approve the December minutes as amended, seconded by Steve; motion carried unanimously.

President's Report:

Rich reported that the snow contract with Advance Towing was signed as amended.

Rich has spoken with Maureen Moran from the Fire Marshall's office and is still waiting to receive something in writing advising on how to properly distinguish between fire lanes and no parking zones in the community. The board will hold off on changing the color of the existing yellow curbing until Ms. Moran sends the board a written explanation of what color no parking zones should be painted.

Treasurer's Report:

George met with previous treasurer and obtained all old documents related to an old bank account that was never closed. George passed all relevant documents on to Howell Thomas and motioned that the \$892 balance in the auxiliary account be liquidated and rolled over into the operating account for the association that is maintained by Koger Management. The motion was seconded by Rich and carried unanimously.

Howell will contact previous Treasurer to do the necessary paperwork to close out this account.

There were no new bills this month to approve. The Board reminded Howell to pay off balance owed to Kolb Electric. Howell will also find out why we have not received a bill from the new electrician for repair work done to the light on Treasure Court last month.

Howell will check with accounting to find out why money from collections is being documented under “legal fees”.

Finally, Howell is to check on the refund forfeit of \$682.00.

Environmental Committee:

All downed trees resting on residents’ property have been removed by the respective homeowners. Howell will contact JL Tree Service to remove remnants of trees remaining on community property.

Don made a motion to accept the Professional Grounds contract as amended. Motion was seconded by Kristen and carried unanimously.

Pool Committee:

Don made a motion that the Atlantic Pools contract be accepted. Motion tabled until next month while Don clarifies the following concerns about the terms of the contract:

- Request that contract price be reduced from \$2,780 to match the Board’s budgeted price of \$2,600.
- Remove Section B of the contract that holds PWCA responsible for any increase in the contractor’s liability insurance.
- Question the section of the contract that states that PWCA will be held liable for any injury that occurs at the pool. This section of the contract should be changed to a “hold harmless” agreement where the contractor will be responsible for injury and not the association.

Howell will contact Atlantic Pools to discuss these changes and Don volunteered to meet with them in person if necessary.

Don and Rich are going to start pricing an 8’ X 10’ shed for the pool.

ACC:

No reported activity this month.

Howell and George will do home inspections in March.

Communications Committee:

Rich mentioned that there needs to be notification in the next Park West Pages that cardboard is not considered a recyclable item by American Waste Disposal and needs to be placed inside trash cans or trash bags to be removed. Homeowners also have the option of taking the cardboard to local recycling facilities themselves.

Also a reminder about pool passes and regulations for obtaining the passes along with the application for pool passes will be included in the next Park West Pages.

A target date to send the pool pass applications to all residents has been set. This will give residents time to repair any ACC violations.

Streets and Sidewalks:

The speed bump issue will be re-evaluated in the Spring.

The light on Treasure Court still needs to be repaired (not the same light that was repaired last month). Howell will call the electrician.

Parking:

A resident has an issue with a parking violation that occurred in August 2003. George has requested a copy of the picture related to this tow from Advanced Towing.

Another resident contacted the Board regarding an issue about a tow and Rich is waiting for the picture from Advanced Towing.

The residents of Treasure Court were polled about removing a visitor parking space along the median at the request of a resident who states that the occupied space makes it dangerous for him to back out of his assigned space. The majority of the residents voted to keep all of the visitor spaces.

Steve made a motion that the resident's request be denied and that the visitors' spaces remain as they are; seconded by Rich; Don abstained; motion carried.

Website:

Steve made the parking regulations listed on the web site consistent with the PWCA Covenants.

Steve is trying to keep the website current, but he needs input from board members on when to add and remove things from the web page. Board members agreed that the website looks good.

Steve placed the addresses of the Door and Home Decorating contest winners on the website.

Board approved \$50 for Steve to purchase software to update the website.

Management Report:

No report.

Unfinished Business:

Former Environmental Chair received a letter from the company that repaired the tot lot three years ago stating that PWCA was not charged taxes on that work. The company is asking that PWCA reimburse them for the taxes owed. Howell and Rich will check into this issue.

Steve made a motion to adjourn at 8:36 PM; seconded by George; motion carried unanimously.