

**PWCA Board of Directors Meeting
Robinson Secondary School -- Room 504
Tuesday, May 13, 2008**

Present: Rich Juchnewicz, Steve Lubore, Don McBride, Bob Ritchie, Capitol Property Management representative Karen Conroy

Absent: Rita Estrada Cavalini, Jeff Clarke, Kathleen Marvaso, Tom Pennington

Call to Order: The meeting was called to order at 7:35 pm.

Approval of Minutes: The March meeting minutes were unanimously approved.

President's Report: President Rich Juchnewicz stressed that PWCA needs several new members to serve on the Board of Directors. He will see what he can do to recruit residents to volunteer.

Treasurer's Report: Treasurer Steve Lubore closed the BB&T bank account and moved over \$10,000 into PWCA's Reserve account Portfolio with Merrill Lynch. The account balance is now almost \$441,000 with our monthly interest amounts up. We are still awaiting the results of the Daly & Hamad audits of our 2006 fiscal year and the last quarter of 2006 audit when the Board shifted the fiscal year from October to January. The Board also discussed outstanding dues for the Quarter and asked Capitol to verify the April 30 amount. Based on a review of the financial data submitted by Capitol, the Board requested clarification of pool, committee expense, and management expense amounts which do not seem to properly track our 2008 budget. The Board also noted that Capitol had stopped billing late payment charges after changing its accounting software. The Board passed a resolution to charge a flat fee of \$5.00 for any account not paid within 10 days of the due date.

Architectural Control Committee: ACC Chair Don McBride informed the Board that all property inspections were completed by April 23 and violation notices mailed to all homeowners not in compliance with the PWCA architectural covenants and guidelines. A reinspection will begin on May 23.

Environmental Committee: Robert Ritchie reported that the April 19th community cleanup day was a success and that considerable trash and other materials were removed from common areas and streams.

Parking Committee: No report at this time.

Pool Committee: Atlantic Pools has prepared the pool for the May 24th opening and pool passes will be delivered by hand prior to the opening day.

Streets and Sidewalks Committee: Rich Juchnewicz will make a list of sidewalk and curb trip hazards and Capitol will solicit a proposal from Espina Stone to make repairs to

remove these hazards. Trip hazards created by raised water meter housings will again be communicated to Fairfax Water.

Communications and Website Committee: The Spring edition of Park West Pages, the PWCA Newsletter, will be distributed and a copy placed on the web site before June 1. The Architectural Modifications and Architectural Rule sections of the web site will have links added to the approved paint, siding, and roofing colors for each community townhome.

Old Business: Rich Juchnewicz will work with Blade Runners to design and implement a solution to the drainage problems in the common area behind 10464 to 10468 Malone Court. The Board accepted and signed a contract with Blade Runners to clean the storm water retention basin.

New Business: Capitol will solicit bids from several waste disposal contractors in anticipation of the termination of PWCA's contract with American Disposal Services. Rich Juchnewicz will investigate sources of extruded rubber mulch for placement in the tot lot/play area.

Next Meeting: Tuesday, June 10, 2008.

The meeting was adjourned at 9:23 pm.