

**PWCA Board of Directors Meeting
PWCA Robinson Secondary School – Room 504
Tuesday, December 8, 2009**

Present: Joanne Biagi, Rich Juchnewicz, Steve Lubore, Don McBride, Joan Murphy, Bob Ritchie, and Capitol Property Management representative, Karen Conroy.

Absent: Kathleen Marvaso, Tammi Jackson-Griffin.

Call to Order: The meeting was called to order at 7:10 P.M.

Approval of Minutes: September Board Meeting minutes and the November Annual meeting minutes were approved.

President's Report: No report.

Treasurer's Report: Treasurer, Steve Lubore, reported that the Association is doing well financially. There are still, however, unpaid resident accounts that are longstanding.

Discussed operating and reserve accounts and expenses that should be charged to each. Capital Property Management accountant to contact Steve.

Architectural Control Committee: The Board discussed fines incurred by a rental property on Gainsborough Drive for a scooter parked in their front yard. A letter from the resident expressed confusion regarding the notification process and the responsibility for the property's fines. Rich motioned that we separate the amount owed by the owner and the fines incurred by the resident for this violation. However, in the future fines for the scooter being parked in the front yard or sidewalk will start at \$50. per day. The Board agreed that letters charging fines of \$50 should be certified. Motion was seconded and approved.

Communications and Website Committee: Steve urged the Board and residents to let him know if they want anything new on the website. Any articles for the newsletter should be submitted to Kathleen.

Environmental Committee: No report.

Parking Committee: The sidewalk and curb concrete repair work has been completed by Fairfax Excavation.

Pool: The Board discussed the previously approved purchase of new pool furniture and Joan presented an estimate from Wholesale Pool Furniture. Karen Conroy was asked to get estimates for improving the pool deck.

Streets and Sidewalks Committee: Streetlights that are in need of repair were identified. Since the company previously used to repair our streetlights is out of business, Karen Conroy will get estimates from other contractors.

An open pit on Malone Ct. was brought to the Boards attention. Rich agreed to handle.

Old Business: Trip hazards created by raised water meter housings have been identified and communicated to Fairfax Water for removal.

Karen presented two (2) Blade Runner proposals for erosion repairs that were approved by the Board. Repairs to common area along Braddock Rd were postponed until the better weather.

The board approved the use of the PNC Bank debit card to purchase signs to move trash pickup locations.

New Business: The Board discussed the handling of the first snowfall. Since the snowfall did not amount to 3 inches, plowing was not authorized. Sanding is done on an on-call basis. Karen advised that the new contract with Blade Runners runs from January 10, 2010 through December 10, 2010. She will verify that we are covered during December 2009.

Steve asked Karen to prepare a contract book for future reference. This book would hold all the Association's current contracts.

Adjournment: Meeting was adjourned at 8:50 P.M.