

**PWCA Board of Directors Meeting  
Robinson Secondary School – Room 504  
Tuesday, April 13, 2010**

**Present:** Joanne Biagi, Rich Juchnewicz, Debbie Kirvan, Steve Lubore, Don McBride, Joan Murphy, Capitol Property Management representative, Karen Conroy and three residents: Arthur Gile, Curtis and Laura McGiffin.

**Absent:** Tammi Jackson-Griffin, Kathleen Marvaso, and Bob Ritchie.

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

**Approval of Minutes:** March Board Meeting minutes were approved.

**President's Report:** President, Rich Juchnewicz, acknowledged the many complaints about the snow plowing in February. He asked for suggestions to improve the process going forward. Buying or renting equipment to handle an extreme amount of snow was suggested. The Board discussed the Association's liability in case of an accident or injury while operating the equipment and the storage options. The Treasurer advised that buying such equipment would cause an increase in the quarterly assessments and liability insurance. The board voted against this action.

**Treasurer's Report:** Treasurer, Steve Lubore, reported that the Association is doing well financially. There are, however, unpaid resident accounts that are longstanding. There are CDs coming due in April that will be rolled over into seven year CDs.

**Architectural Control Committee:** Karen Conroy completed the spring ACC inspections. Violation notices were mailed and pool privileges will not be extended to members of the household until the violations are cleared and removed from the Association's records.

Don McBride discussed violations and presented pictures of stairs and stoops that are deteriorating due to age and weather. Rich motioned that before issuing a notice for this violation that we write an article for the next newsletter to raise awareness of this problem affecting many residents. It was discussed that since many homes are in need of this repair that we could hire a contractor and get a group rate. Debbie Kirvan volunteered to obtain estimates from contractors.

Don McBride brought up an issue between two neighbors. The resolution of the issue would require purchasing a trellis to be placed on top of the fence between the two neighbors. The Board approved a temporary solution. The two foot high structure would have to be natural wood color and blend with the neighborhood.

**Communications and Website Committee:** The newsletter was mailed out in March. The Board discussed the newsletter and agreed that we need a quarterly distribution. Debbie Kirvan volunteered to work with Kathleen Marvaso to create and distribute the next newsletter by the end of June. Debbie will include articles about the pool, block captains, environmental issues,

and will announce neighborhood events. Residents should submit articles to Debbie Kirvan by June 1st to be included in the June newsletter.

Steve Lubore will update the website to include information regarding planned events and information.

**Environmental Committee:** Clean up day is scheduled for April 24<sup>th</sup>. During clean up, trees and limbs in need of removal or trimming will be marked.

The Board discussed the trees on Braddock Road in need of removal. Karen will contact Bladerunners for an estimate.

**Parking Committee:** No one attended the meeting to discuss parking violations. Therefore, charges do remain. Once again the need to have cars parked within 12 inches of the curb so emergency vehicles can get through was stated.

Removal of the white outside lines around community parking spaces and the speed bumps that are in need of repair was discussed.

**Pool:** The application for pool passes and pool rules and regulations went out with the April invoices. Joan Murphy advised the Board that a new refrigerator was purchased for the pool house and would be delivered in May and the purchase of lifeguard umbrellas was still pending. The old furniture will be sold at the pending yard sale for \$5.00. We will keep four white chairs for the lifeguard table.

**Streets and Sidewalks Committee:** The Stop sign at the entrance to Gainsborough Drive has been replaced by VDOT.

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

The Board discussed moving the Trash pick-up in several areas. The signs have been delivered and Joanne Biagi and Don McBride volunteered to pick the spots for placing the signs.

The Board discussed the need for Block Captains. The newsletter included an article asking for volunteers and to call Debbie Kirvan.

The Easter egg hunt was acknowledged as a success. More than 40 children attended.

**New Business:** Karen Conroy agreed to get estimates for concrete repairs to the path connecting Braddock Rd and Sideburn Rd.

Debbie Kirvan and Curtis McGiffin were nominated to be members of the Board. Motion was seconded and unanimously approved.

**Adjournment:** Meeting was adjourned at 9:30 P.M.