

**PWCA Board of Directors Meeting**  
**PWCA POOL**  
**Tuesday, August 10, 2010**

**Present:** Joanne Biagi, Tammi Jackson-Griffin, , Debbie Kirvan, Steve Lubore, Curt McGiffin, Joan Murphy, Bob Ritchie, Karen Conroy, Capitol Property Management representative, and residents T. J. Hanton, Fred Heyer and Laura McGiffin.

**Absent:** Rich Juchnewicz and Don McBride.

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

**Approval of Minutes:** June and July Board 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, however, unpaid resident accounts that are longstanding.

Steve discussed the reserve and operating accounts. Steve asked Karen Conroy to check with the bank regarding charging the right account with expenses.

**Architectural Control Committee:** Don McBride resigned as Architectural Control Committee chairperson after many years of service. Tammi Jackson-Griffin was appointed new ACC chairperson.

The problem of lawns in need of mowing was discussed. This is an architectural violation and will result in a warning letter allowing five days. Subsequent fines of \$10 per day would apply if the lawn were not mowed in five days.

**Communications and Website Committee:** The Board discussed Angie's List and agreed we cannot endorse Angie's List due to legal implications.

Debbie Kirvan discussed the next newsletter that will be distributed with the October invoices. Articles are need by Sept 1<sup>st</sup>.

**Environmental Committee:** October 2<sup>nd</sup> was designated as Fall Clean up day.

**Parking Committee:** No report.

**Pool Committee:** Joan Murphy reported on recent pool activities. The pool hosted a wine and cheese event and David Bulova was the guest speaker. In addition, there was a pasta party organized for the end of July. Residents shared their favorite pasta, salads, and desserts that were fun for all.

Residents suggested that the pool host a chili cook off for the Labor Day weekend. Plans are being made and there is a sign up sheet on the pool bulletin board. Treasurer, Steve Lubore motioned that the Board budget \$300. for the costs involved. Tammi Jackson-Griffin seconded the motion. The motion was approved.

Joanne Biagi noted that the showerheads in the girl's bathroom were leaking. This was checked and found not needing repair.

**Streets and Sidewalks Committee:** Fred Heyer mentioned the need to repaint some of the parking space numbers. Curt volunteered to develop a plan with Rich to address this need. Steve asked Karen to check with Dominion Towing regarding the white outside parking lines, repainting numbers that are worn, and curb restriping.

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

Trash being put out too early and in white bags is still a major problem. The newsletter will contain an article about the trash situation. Debbie Kirvan suggested the block captains go around their neighborhood and educate residents regarding the trash process.

The trash violation fines were discussed. Presently Karen sends a warning letter for the first violation and a second violation is a fine of \$10. The website states a fine of up to \$50. The Board agreed we must be consistent with the fines.

Joanne Biagi brought up the compliance issue of a new fence on Gainsborough Dr. This issue was referred to the new ACC chairperson.

The proposed walkway on the community property in back of Carriagepark Rd was discussed. Elizabeth Bernard brought a document signed by neighbors. The Board questioned the wording in the document. Debbie Kirvan volunteered to discuss the details with the homeowner. In the meantime, Karen Conroy has requested a bid from Blade Runners.

**New Business:** The Board discussed the need to have a reader board at each entrance that would enable us to post events, parking restrictions etc. The community had two reader boards until one was destroyed this winter. Curt motioned that we purchase a new reader board to replace the broken one. Tammi seconded the motion. The Board agreed and Karen volunteered to order the reader board.

Political signs were discussed. Our guidelines do not allow any political signs in the common areas.

Steve suggested that the Board should clarify what is allowed in the front yard. The covenant only allows a hose. It was agreed to table this discussion until another meeting.

**Adjournment:** Meeting was adjourned at 8:30 P.M.