

**PWCA Board of Directors Meeting  
Robinson Secondary School – Room 504  
Tuesday, September 14, 2010**

**Present:** Joanne Biagi, Tammi Jackson-Griffin, Curt McGiffin, Joan Murphy, Bob Ritchie, Resident Jeanette Scheppan, and Karen Conroy, Capitol Property Management representative.

**Absent:** Steve Lubore, Don McBride, and Rich Juchnewicz.

**Call to Order:** The meeting was called to order at 7:05 P.M.

**Approval of Minutes:** Everyone was given a preliminary copy of the August minutes. Approval deferred.

**President's Report:** No report.

**Treasurer's Report:** No report.

**Architectural Control Committee:** Tammi Jackson-Griffin, Architectural Control Committee chairperson, reported that she was working on a backlog of requests. Any urgent requests have been handled.

The Board discussed a fall walk around. No date was set.

**Communications and Website Committee:** Debbie Kirvan was not in attendance due to a family illness. The newsletter will be delivered after her return. The Board discussed adding an article in the newsletter regarding the November annual meeting.

**Environmental Committee:** October 2<sup>nd</sup> was designated as Fall Clean up day between 9:00 and 11:00. Rich will provide bags and supplies. The Board discussed posting a sign at each entrance to advertise the clean up.

**Parking Committee:** A car was reported on lifts, not drive able, and parked in an assigned space on Carriage Park Road. Karen will send a seven-day notice to move. After seven days, if the car is not moved, it will be towed.

**Pool:** Joan Murphy reported on the chili cook off and the closing of the pool. Responses from members were positive regarding an enjoyable pool season.

**Streets and Sidewalks Committee:** No report.

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

The proposed walkway on the community property in back of Carriage Park Road was brought up. The members in attendance had no knowledge of the status of this proposal and agreed to table this discussion until next month. The Board did request Karen to get an estimate from Fairfax Excavation.

**New Business:** The Board discussed the signs at each entrance that enable us to post events, parking restrictions, etc. Joanne motioned that we replace the one remaining sign in need of repair. Tammi second the motion. All approved.

The Board discussed a light in need of repair on Malone Court. Karen Conroy was asked to have that checked.

The curbs and speed bumps were painted. During which time dirt and spilled paint was found in a resident's parking space on Gainsborough Drive. Fairfax Excavation swept the dirt leaving spilled paint. Karen Conroy was asked to contact Fairfax Excavation to correct this problem. In addition, Karen is still waiting for a proposal to paint the parking space numbers and restripe the unassigned parking spaces.

Curt McGiffin advised the Board that a large tree was bent over in the common area of Carriage Park Court. and should be added to the list of trees to be serviced or removed. The Board agreed to another walk around to identify trees in need of work. Curt volunteered to ask Blade Runners to walk around with him and mark the trees with a colored ribbon.

Notice of the November annual meeting will be advertised on the entrance signs.

A resident reported that a rental property on Gainsborough Drive was being disruptive to the neighborhood. Karen agreed to send a letter to the owner and the resident.

**Adjournment:** Meeting was adjourned at 8:00 P.M..