

**PARK WEST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Robinson Secondary School – Room 504
Tuesday, December 13, 2011**

Present: Joanne Biagi, Rich Juchnewicz, Steve Lubore, Laura and Curtis McGiffin, Joan Murphy, Bob Ritchie, Arthur Gile, Joe Underwood, and Karen Conroy, Capitol Property Management representative.

Absent: Don McBride, Tammi Jackson Griffin.

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

Approval of Minutes: N/A

President's Report: None Presented.

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

Steve reported on the Association's net worth improvement and discussed investments. A delinquent account was discussed and Steve asked Karen Conroy to check on the status of the payment plan.

Architectural Control Committee: Joanne Biagi inquired about a shed being incorporated into a fence line. It was determined that this was not a violation.

Steve inquired about replacing a front railing that had been damaged.

The Board discussed "0" tolerance for a residence causing continued disturbance on Carriagepark Road.

Communications and Website Committee: The Board discussed the newsletter and agreed that the last publication of the newsletter was better quality and we would continue using the same printer. Steve Lubore asked Capitol Property Management to provide the printer with an Excel file of list of names and addresses to be used by it to mail the newsletter.

Pool Committee: Joan Murphy reported on the September 28th meeting with Fairfax County and members of community pools. The goal was to provide an opportunity for pools to exchange information and discuss new criteria set forth by the Americans with Disabilities Act that must be met. Joan advised the Board that compliance to the new ADA requirements by March 15, 2012 did not apply to PWCA's pool since it does not sell memberships and is considered a private facility.

Streets and Sidewalks Committee: Trip hazards created by water meter housings have been identified and communicated to Fairfax water for removal.

Rich reported that contracts for snow plowing and trash collection have been signed. The trash company has agreed to provide larger recycling bins to residents. If a resident does not want the larger bin it can be brought to the pool and the trash company will pick it up.

Environmental Committee: The Board was asked about a formal fall clean up. There was no formal clean up scheduled this fall. However, students performed community service by cleaning trash and weeds along the bridge area.

Parking Committee: The Board discussed a possible appeal concerning a towing charge. Rich presented pictures of the violation and reiterated the ruling for the placement of the tires on the concrete gutter. No one appeared at this meeting to present their appeal.

The parking situation in the community was again discussed. A committee has been researching and working on solutions to the situation for months. Joe Underwood presented a system to provide parking stickers. Steve motioned to approve the system. Bob Ritchie seconded the motion and it was unanimously approved. Joe Underwood volunteered to be the administrator. Letters will go out to owners and residents detailing the plan in the near future.

Old Business: Repairs to the multipurpose court was discussed. Both backboards were replaced and one has been shattered again. Rich will take both backboards down for the winter and try to construct a backboard that is more durable.

New Business: Election of Officers: There was one open Board member position since Debbie Kirvan's departure. Steve Lubore motioned that Joe Underwood be appointed to the Board for a two year term. Curt McGiffin seconded the motion. All approved. Joe motioned that Art Gile be appointed to hold the next available Board position. The motion was seconded and approved.

The Board discussed starting a Neighborhood Watch. Joe Underwood volunteered to chair the effort. It was noted since we previously had a Neighborhood Watch, there are signs still up in the community. The responsibility of volunteers would just be to report suspicious activity.

Purchasing Christmas Decorations for the entrances was discussed. Laura and Curtis McGiffin volunteered to purchase wreaths for the entrances.

The drainage control in the common area on Carriagepark Road was brought up. Suggestion to run a drain was not approved by the Board. Rich advised that filling the area with woodchips would be the only approved action taken at this time. Blade Runners could provide the woodchips while removing branches and trees in the community.

Adjournment: Steve motioned that the meeting be adjourned. Curt seconded the motion and the meeting was adjourned at 9:00 P.M.