

**PARK WEST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
4827 Carriage Park Rd
Tuesday, January 18, 2011**

Present: Debbie Kirvan, Rich Juchnewicz, Curtis McGiffin, Laura McGiffin, Don McBride, Joan Murphy, Bob Ritchie and Karen Conroy, Capitol Property Management representative.

Absent: Joanne Biagi, Tammi Jackson-Griffin, and Steve Lebore.

Call to Order: The meeting was called to order at 7:15 P.M.

Approval of Minutes: N/A

President's Report: No report.

Treasurer's Report: No report.

Architectural Control Committee: Curt McGiffin presented a list of recent violations. The Board discussed the need for more neighborhood walkthroughs and the process in place to deal with all violations. Members of the Board volunteered to participate in additional walkthroughs and notify Karen of the violations.

Karen will do the annual spring inspection in March. During this inspection, stoops and steps in need of repair will be identified. The Board is looking into obtaining estimates and a possible group rate for the cement work.

Communications and Website Committee: The next newsletter will be distributed in March. Debbie Kirvan requested that articles be sent to her by February 20th.

Environmental Committee: The Board agreed to renew the subscription to the Chestnut Society

Clean up day was discussed. The Board did not agree on a date. There is a need for more members to participate to have a successful cleanup day. Rich suggested that students who need to complete their community service may consider this opportunity.

Don McBride volunteered to run the Easter Egg Hunt on Saturday, April 23rd at the tot lot at 9:00 A.M.

Parking Committee: The Board discussed the parking situation and the need to discourage George Mason students using our community's parking spaces. Issuing parking permits for the residents and additional signs at the entrances were suggested.

Pool Committee: Joan Murphy reported that the pool pass applications will go out with the March invoices.

Streets and Sidewalks Committee: Don McBride reported that after the snow there was minimum damage to our streets. He did identify a crack near the entrance to Roberts Rd and Gainsborough Dr. that is in need of repair.

Rich Juchewicz added the pool sidewalk be made more stroller, wheelchair accessible.

Old Business: The Board discussed the lighting situation in the community. There are several light poles in need of repair. We have estimates for tracing the wires etc. Rich volunteered to obtain an estimate to replace some poles with solar.

Erosion control was reviewed. Karen was asked to get estimates for a drain under the sidewalk on Carriage Park Drive, plus the sidewalk between units and a pipe by the tot lot.

Repairs to the multi-purpose court and maintenance on the tot lot were discussed. The Board agreed to replace the baskets which were damaged during a storm. In addition, Karen was asked to obtain an estimate for a fence in back of the basketball court near the tree line and clearing out debris. The Board also agreed to replace the garbage can located at the tot lot.

New Business: The community did not have any holiday decorations at the entrances. Debbie Kirvan motioned that we approve a budget to obtain decorations. Curt seconded the motion and all approved.

Our liability insurance policy is due to be renewed with Nationwide Insurance for \$3995. Debbie Kirvan motioned that we renew with Nationwide. Curt seconded the motion. The motion was approved.

Adjournment: Meeting was adjourned at 9:40 P.M.

The next Board meeting will be February 8, 2011.