

**PARK WEST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Robinson Secondary School – Room 504
Tuesday, May 10, 2011**

Present: Joanne Biagi, Tammi Jackson-Griffin, Steve Lubore, Curtis McGiffin, Joan Murphy, Bob Ritchie, Arthur Giles, resident, and Karen Conroy, Capitol Property Management representative.

Absent: Debbie Kirvan, Rich Juchnewicz, and Don McBride.

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

Approval of Minutes: April 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.

Architectural Control Committee: Tammi Jackson-Griffin reported that she is meeting with owners in reference to their violations.

Mr. Giles discussed the repair to his property on Gainsborough Drive. The stairs are patched and the colors do not match. He showed a Sherwin Williams color chart for a special concrete paint and proposed a color called sandstone to cover the patches.

Tammi Jackson-Griffin volunteered to take a picture of the stairs and email it to the Board. The Board agreed to issue pool passes to the residents until this violation is cleared.

The Board agreed that there should be a standard for repairing worn steps. This matter was tabled until the next meeting when other options could be considered and a standard procedure adopted.

Communications and Website Committee: The deadline for articles for the next newsletter was set for May 23rd.

Steve Lubore reported that the website host contract was renewed at no increase in the annual rate.

Environmental Committee: The tot lot mulch and repairs have been completed. The Board discussed trees in the community that appear to be dead or had fallen down. Steve Lubore suggested that Blade Runners provide an estimate for removing them. A residence on Carriagepark Court was reported for their overgrown lawn.

Parking Committee: Curtis McGiffin reported that GMU students are parking near the Carriagepark Road community entrance. He suggested that signs be posted to discourage nonresidents.

Pool Committee: Joan Murphy reported that the pool opening was on schedule. A representative of Power Systems Electric came out to provide an estimate for an electrical outlet near the shed at the pool. Since they needed more details on the wiring around the pool Rich was asked to contact the Branch Manager.

Joan advised the Board that all approved applications have been processed and some have been delivered. She requested that Karen Conroy provide an updated status of the current violations.

The Board discussed opening the pool with a fund raiser for Alex's Lemonade. Allison McBride volunteered to coordinate the fund raiser.

Joan Murphy and Joanne Biagi volunteered to check the pool house for any needed repairs.

Providing shade for the baby pool was discussed. Joan offered to check with Atlantic Pools regarding "funbrellas."

Streets and Sidewalks Committee: The Board questioned a delay in receiving a signed contract from Fairfax Excavation and Paving to provide an ADA sidewalk in the pool area. Karen Conroy advised that there has been a change in the insurance certification. The insurance company has to review all contracts before they will issue certification. Other companies are also taking longer to provide an insurance addendum. Steve Lubore advised Karen to refer this situation to our attorneys. The Board agreed that the sidewalk needed to be done before the pool opened or wait until after it closes.

Joanne Biagi reported on a company, Silver Fleet Construction, who repairs and builds stairs and stoops. They have completed work on Gainsborough Drive.

Old Business: Repairs to the multi-purpose court was discussed. Again, the insurance issue seems to be the reason for the delay.

The drainage problem in the community property behind several neighborhoods was discussed. Karen Conroy spoke with Blade Runners who referred her to an erosion specialist. Karen is contacting other erosion companies to come out and evaluate the problem.

New Business: Bob Ritchie brought up a safety issue regarding people crossing Braddock Road to come into our community at the Carriage Park Rd entrance. Residents and GMU students cross without a traffic light. Posting a Pedestrian warning sign was suggested. Since the steps on the University side of Braddock Rd give a false impression of an entrance to GMU, the Board recommended that the University be petitioned to remove the steps.

Executive Session: The Board entered into an executive session at 8:36 P.M. to discuss delinquent accounts. The executive session was adjourned at 9:40 P.M.

Steve motioned that we write off as a bad debt a \$7353.58 balance but continue to try to collect. Curtis seconded the motion. The vote was unanimous and the motion passed. Capitol Property Management was asked to notify the attorneys.

The Board discussed properties that were in need of maintenance or repair. The management company will first send a notice to the owner. The Board discussed subsequent measures that can be implemented if the owner does not respond within 15 days. Steve asked Karen Conroy to prepare a list of homes that are in violation of proper maintenance.

Adjournment: Meeting was adjourned at 9:50 P.M.