

**PARK WEST COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Robinson Secondary School – Room 504  
Tuesday, January 10, 2012**

**Present:** Joanne Biagi, Don McBride, Laura and Curtis McGiffin, Joan Murphy, Bob Ritchie, Joe Underwood, and Karen Conroy, Capitol Property Management representative.

**Absent:** Arthur Gile, Tammi Jackson-Griffin, Rich Juchnewicz, and Steve Lubore.

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

**Approval of Minutes:** The December minutes were approved.

**President's Report:** N/A

**Treasurer's Report:** N/A

**Architectural Control Committee:** The Board discussed a request to install a front door with three windows at the top. Joe Underwood motioned to approve the application. Curt seconded the motion. The motion was approved.

A white storm door violation was appealed. Guidelines for storm doors were discussed. Storm doors must be full view and an approved color. White is not an approved color. There are, however, white storm doors that have been grandfathered in the community. When the grandfathered doors are replaced the standard will have to be observed and the doors will have to be replaced with the original color. Don McBride offered to check the list of grandfathered white storm doors. Don McBride motioned to table the appeal until the Architectural chair, Tammi Jackson-Griffin, was present. Curt seconded the motion.

**Communications and Website Committee:** Laura and Curt McGiffin volunteered to assume the responsibility for the newsletter. Joe Underwood motioned to approve the appointment and Joanne Biagi seconded the motion. The motion was unanimously passed. Curt advised that his goal for the next mail out is mid-March.

**Pool Committee:** Joan Murphy advised that the pool pass application should go out with the April invoice. Joan reported receiving an estimate for four additional tables with chairs and umbrellas. Joanne Biagi motioned to accept the estimate and not to exceed \$3000. Joe Underwood seconded the motion and all approved.

The Board discussed purchasing an awning located near the pool house office. Don McBride suggested calling Atlantic Pools for advice on size and any regulations. Joan Murphy volunteered to speak with Atlantic.

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

**Environmental Committee:** The Board discussed spring cleanup. Leaves need to be removed from the bridge area. Cleanup day will be on a Sunday in mid-April. Cleanup day would be an opportunity for youths to fulfill their community service. The exact date will be posted.

Trash in the community and items hidden in bushes and trees was brought up. In addition, there was a washing machine on Gainsborough Drive.

Joe Underwood shared complaints from neighbors regarding trash cans being destroyed by the trash collector throwing the cans on the truck or sidewalks and driving over lids. Joe advised that the trash company will replace any items destroyed and should be brought to their attention.

**Parking Committee:** Joe Underwood discussed the status of the new parking system. The February meeting will be dedicated to parking and everyone is encouraged to attend. Karen volunteered to book a larger room at Robinson and Steve will put the date, time and place on the website. In addition, flyers will be mailed out notifying everyone.

The meeting will explain the system and address any questions. Dominion Towing will attend.

**Old Business:** Joe reported on the neighborhood watch. He prepared an article for the newsletter and spoke with the Fairfax Police Department. An officer will come out and do an orientation with the volunteers.

Laura and Curt advised that they would be taking down the holiday wreaths this week.

**New Business:** Don motioned the following election of officers: Curt seconded the motion and all was in favor:

President:	Rich Juchnewicz
Treasurer:	Steve Lubore
Secretary:	Joan Murphy
Vice President:	Bob Ritchie

The Easter egg hunt was discussed. Don McBride volunteered to organize the event for one more year. A date will be determined and posted on the website.

**Adjournment:** Don motioned that the meeting be adjourned. Joe seconded the motion and the meeting was adjourned at 8:40 P.M.