

**PARK WEST COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**Robinson Secondary School – Room 504**  
**Tuesday, June 12, 2012**

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

**Absent:** Tammi Jackson-Griffin.

**Executive Meeting:** The executive meeting was called to order at 6:30 P.M. This session was called to discuss suspending the use of common facilities for delinquent accounts. No owners attended the hearings and the Board decided on further action.

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

**Approval of Minutes:** Curt motioned that the May minutes are approved. Joe seconded the motion and all agreed.

**President's Report:** Rich reported that it has been quiet and uneventful since our last Board meeting.

**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 that he has purchased two new investments and the association's money is fully invested.

**Architectural Control Committee:** No report.

**Communications and Website Committee:** Curt reported that the display signs have been ordered. He volunteered to store the signs until they are installed. Karen will hire a contractor to install the signs.

The Board discussed T.J. Hanton's proposal for a new website. The Board liked this proposal and discussed requests for additional data. Joe Underwood motioned that we investigate phase one of the new website. Curt seconded the motion. Steve Lubore and T. J. Hanton volunteered to work together to restructure the website and provide more features to help the community and improve communication. T.J. Hanton volunteered to be the webmaster and maintain the new website.

Curt advised that the quarterly newsletter will go out in September with the next invoice. He needs articles by September 1<sup>st</sup>. The Board discussed the advantages of the newsletter going out with the invoices to the owners plus a separate mailing to tenants.

**Pool Committee:** Joan reported on the July 4<sup>th</sup> celebration and the upcoming pasta party.

It was noted that the water was again seeping into the pool parking lot.

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

A resident inquired regarding the Association's standard for steps. Art Gile's steps at 4738 Gainsborough Drive were recently done and could be used as a standard for concrete work. The cost of the concrete work was \$1950.00. The railings were a separate charge of \$400.00 to replace.

**Environmental Committee:** The Board discussed the proposal for tree services. The Board agreed that the trees identified in the current proposal (pictures) are dead and this estimate should be approved. Rich motioned that we accept the current Blade Runner's proposal without the stump removal. Curt seconded the motion. Curt reported that there are other trees in need of services as well. He and Rich volunteered to walk around and identify other trees in the neighborhood to be either removed or trimmed.

**Parking Committee:** Joe discussed some issues that have come up during the month with the parking passes. One concern was if there are 4-5 major events / parties at the same time in the neighborhood, where will the overflow park. The pool parking lot is not available during pool hours and the visitor parking spots are on a first come basis. Although a resident may have received temporary passes for their visitors, a spot is not guaranteed.

Joe mentioned that when tenants move out, landlords are not collecting old passes and should make that part of their exit policy.

Once again, a resident brought up painting the white outside lines in the visitor parking areas. Parking within these white lines does not indicate that the car is legally parked and would not be towed.

**Old Business:** The Board agreed that the dog station issue be table indefinitely.

Fairfax Paving wants to start replacing several sections of concrete curb, gutter and sidewalk throughout the community. They have requested that we distribute a flyer notifying residents that they will be in the neighborhood. Fairfax Paving will mark the pavement where work is scheduled and cars will have to be moved. Karen volunteered to work with Fairfax Paving to draft the notice.

The basketball backboard issue was discussed. The upgraded backboards were destroyed each time they were replaced. Karen was asked to look into a possible refund for the shattered backboards. Curt motioned that we do not replace the backboards again. Steve seconded the motion. The Board did not agree. Joe motioned that we replace the backboards one more time and post a sign "for resident use only." The Board agreed.

The condition assessment and reserve study update was addressed. Karen Conroy agreed to walk around with Mason and Mason.

**New Business:** Steve Lubore discussed replacing the electric bulbs in the community with LED light bulbs. He advised there could be a 77% savings on the electric bill. Karen announced the cost to replace one bulb is \$137.00. Joe Underwood motioned that we replace one bulb in a residential setting on a trial basis. Steve seconded the motion and the Board agreed.

A resident asked if a real estate sign at the entrance was permitted. The Board advised that such a sign is only permitted on the resident's property.

The 2011 tax return was signed.

**Ajournment:** The regular meeting was adjourned at 9:00 P.M.