

PARK WEST COMMUNITY ASSOCIATION
Board of Directors Meeting
Tuesday, February 21, 2017

Location: Robinson Secondary School, Room 505.

Directors Present: Art Gile, Mark Griffin, Rich Juchnewicz, Steve Lubore, Matt Strain, and Joe Underwood.

Directors Absent: Joan Murphy, T.J. Hanton, and Masha Stoyanova.

Guests: Lori Randall (Summit Management Services Community Association Manager), Susan Underwood (Block Captain Coordinator), and Diane Barnhard (Social Committee Chair).

The regular monthly meeting of the Park West Community Association Board of Directors was called to order at 7:02 p.m. by the Board President, Mark Griffin. A quorum was present.

Agenda Changes/Approval: No agenda changes.

Open Forum: Curtis McGiffin asked about a sign that is posted in the community. The Board discussed the type of signs permitted in the community according to our declaration. The Board agreed that this is an Architectural issue to be added to the agenda for the February Board meeting.

Approval of Minutes: Joe amended the January minutes to take out the existing second paragraph with the Parking Permit hearing and the Executive Session paragraph. Once corrected, **a motion was called for and seconded that the amended January meeting minutes be approved. The motion passed unanimously.**

President's Report: Mark deferred his report to Unfinished Business.

Secretary's Report: No Report.

Treasurer's Report: Continuing discussion over finances, billing practices, payment of invoices and members equity. Steve has spoken to Summit's Chief Financial Officer about these items. Mark has spoken to Walker regarding these matters, with no resolution of issues to date. Lori had no input, and Mark is to ask PWCA auditor to attend March BOD meeting.

Manager's Report: Nothing to report – month's focus on the Special Assessment vote tracking.

Committee Reports: The President requested committee reports as necessary. He advised that the committee duties have been updated.

Architectural Control: The next Architectural inspection will be March 11, 2017. Steve requested the updated ACC and ECC guidelines in PDF form to place on the website.

Communications / Webmasters: No report, newsletter articles needed by the first week of March.

Environmental Control: Door hangtags (1st round) have been issued in those areas which have been having trash issues. Two dead trees fell over by the pool during wind storms on February 16, 2017; one of the fallen trees damaged the pool fence.

Hospitality/Block Captains: Joe reported on the new PWCA picture for the magnets that will be printed and that Susan is updating the list of block captains.

Parking: One issue of a "forged" permit from a Homeowner on Carriagepark Road. Directors will discuss in Executive Session

Pool: 3.5 months until the pool opens. Wading pool furniture needs an upgrade. The child picnic table is old and small, looking for larger more functional table.

Social: There will be an Easter egg hunt on April 15th from 11a.m. through 1p.m. Diane is looking for volunteers. There will be two sessions: 0-5yrs and 6-12yrs. Cookies are needed for this event. Further discussion of upcoming social events was tabled until March meeting.

Annual Planning Session: The 2017 PWCA calendar was discussed. The Pool Committee was requested to relook at July 4th event and provide feedback/options at March meeting. Revised social events and revised budget deferred to March 2017 meeting.

Unfinished Business: The adjourning Special Assessment Meeting will be held on March 6, 2017 at Robinson High School where the final vote totals and payment options will be discussed.

Arbor care is still a work in progress. **A motion was made and seconded to approve the Spring 2017 Arbor Care tree work not to exceed \$10,000. The motion passed unanimously.**

Law enforcement letter was re-reviewed from the January meeting.

The street light opposite 4858 Carriagepark Road (L11) has been fixed by Power Systems Electric per the January BoD motion.

Asphalt repair project still a work in progress for the remaining Phase 1 punch list items. ProPave anticipates finishing up the work during the last week of February – this will release the final payment to ProPave.

2017-2018 insurance policies are in-place with the elimination of the Hired/Non-Owned Auto Liability coverage removed.

New owner welcome packet – Block Captain Coordinator is still waiting to sit down with president and webmaster to get these updated. Electric vehicle Charging Station, mailbox replacement, and community survey issues to remain as suspended issues on the agenda for the time being.

Items on hold include the mailbox replacements, community survey, new owner welcome packets, and electric vehicle charging stations.

New Business: New "place trash here" signs have been placed in parts of the community.

Pool house roof needs to be replaced. **Motion was made and seconded to approve up to \$4,500.00 to replace pool roof before season opens, with GAF Timberline 50-year shingles. Motion carried.**

Adjournment: The regular session was adjourned at 8:57 p.m.

Executive Session: The Board entered into an Executive Session at 8:57 p.m.

Executive Session Adjourned: The Executive Session was adjourned at 9:08 p.m.

After the Executive Session, Art made a motion to remove the EV charging station as an agenda item, Steve seconded, and Rich discussed leaving it. **Board voted to leave it, with one abstention.**

The next monthly Board of Directors meeting will be held on March 21, 2017 at Robinson Secondary School.

At 9:20 p.m., **Mark moved and was seconded to adjourn the Board meeting. The motion passed unanimously.**