

PARK WEST COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

MEETING INFORMATION (Required)

Location	Lord of Life Lutheran Church, Fairfax Conference Room	
Time	6:30 PM Hearing (Note: Hearings Occurred @ 7:00PM with Quorum) ; 7:00PM Meeting	
Date	10/16/2018	
Call to Order of Board Meeting (Time):	7:17 PM	
Board Members Present:	<input checked="" type="checkbox"/> Griffin, <input type="checkbox"/> Malkowski, <input checked="" type="checkbox"/> Juchnewicz, <input type="checkbox"/> Underwood, <input checked="" type="checkbox"/> Lubore, <input type="checkbox"/> Hanton, <input type="checkbox"/> Williams, <input checked="" type="checkbox"/> Gile, <input checked="" type="checkbox"/> Strain	
Other Attendees:	Kim Eckert, Community Manager (Lori)	

MEETING STARTUP ITEMS (Required)

Agenda Changes / Approval:	No changes indicated in the agenda for the day.
Member's Open Session:	Question about what violations 4787 GD trash – new pictures provided. Noted for ECC action – violation apparent from images of trash left outside of collection period for action to be taken.
Reading and Approval of Previous Board of Directors Meeting Minutes:	No changes noted, see motions for approvals.

REPORTS OF OFFICERS AND DIRECTORS (Required)

President's Report:	NSTR
Treasurer's Report:	Reported some small cash balances, most money remains tied up in investment reserves for CDs previously purchased. Mark pulled up and explored the outstanding reserve item expenditures that have not yet cleared and expected for 2018 remaining (line item review) for incoming expenses.

	Mark requested the community manager attempt to catch and consolidate the Bartlett tree invoice as a collected whole, if able, to avoid incurring extra cost associated with mailing checks out.
Secretary's Report:	NSTR
Community Manager Report	<p>See provided report.</p> <p>President requested that Community Manager move two hearings from Nov-20th to Nov-15th for the two hearings previously planned to occur on Nov-20th to coordinate our meetings all alongside the annual meeting on the same date.</p> <p>One records request came in and was fulfilled.</p>

COMMITTEE REPORTS

Architectural:	<p>One new modification discussed for a residence and need for some modifications to try to resolve issue with how resident gate is being cut at 2/3rds height against their fence line.</p> <p>ACC violations will be worked through the fall, but challenges remain in the huge backlog of ACC violations.</p>
Communications:	NSTR
Environmental:	<p>Thanks to Lori for handling large volume of violations.</p> <p>We scheduled a community clean-up in the month, the same day of the Chili Cookoff.</p> <p>Volunteers (3) met and assisted with removal of irrigation system from the Pool/Flower bed on foot path.</p>
Hospitality:	NSTR
Parking:	NSTR
Social:	Reviewed post-event synopsis for the community yard sale, discussed the budgets for events planned in the year.
Pool:	Working with the pool management company to try to determine a path ahead on dealing with need to either recapture or replace our pool diving stand. We may have reserve expense unplanned to replace equipment at the pool for this.

Streets and Sidewalks:	Light outages require maintenance and it has not yet been completed but is currently in place for action.
Website:	Website storage was increased at no additional cost for getting us to a more modern storage amount (multiple GB increase) over prior amount of storage. Provided new NetFronts guidance on how to access director e-mail and storage information. New updates to the website were discussed for in-process changes.

UNFINISHED BUSINESS *(Insert Agenda Items as Prompts):*

Agenda Extracts: Draft 2019 Budget and Supporting Documents; Braddock Road entrance lighting; Roberts Road entrance lighting; Parking Program, Rules and Regulations Update; 2017 Audit (Draft).

Actions:	Parking Program - Parking Chair to provide comments on draft by Friday 10/19, all edits remain the noted 'Format' only (see motion below).
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NEW BUSINESS *(Insert Agenda Items as Prompts):*

Agenda Extracts: 2018-2019 Snow Removal Contract; Draft 2018 Annual Meeting Slide Deck and Year in Review; J&J Proposals

Actions:	Snow removal – see motion for approval of contract. Annual meeting slide deck – President noted to directors to please review the slide deck for annual meeting.
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EXECUTIVE SESSION *(May Not Occur)*

Reason for Executive Session:	Hearing disposition of actions from earlier hearings for residences.
EXECUTIVE SESSION Start Time:	See motion below.
Executive Sessions Notes:	

Meeting Close

ADJOURNMENT (Time):	9:52 PM
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MOTIONS (Required)

Motion Write-up	Motion By	Motion Seconded	Motion Vote (X Indicates Yes Vote)
Approval of prior meeting minutes (Sept-18). PASSED: 5 Yes	Lubore	Griffin	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Accept prior executive session minutes (Sept-18). PASSED: 5 Yes	Griffin	Juchnewicz	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Steve motioned to accept budget for 2019 session as displayed in the budget draft artifact which reflected the \$335 quarterly assessment plan. PASSED: 5 Yes	Lubore	Griffin	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Approval of the draft 18-XX Parking Program resolution, assuming all edits from Parking Chair are format only. PASSED: 5 Yes	Lubore	Griffin	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain

Motion to approve the 2018/2019 snow removal contract. PASSED: 5 Yes	Lubore	Griffin	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Approval of the J&J proposals on erosion control maintenance and stump remediation for the common grounds. PASSED: 5 Yes	Lubore	Griffin	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Motion to enter executive session @ 8:50. PASSED: 5 Yes	Griffin	Lubore	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Motion to exit executive session @ 9:08PM. PASSED: 5 Yes	Lubore	Griffin	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Approve the new rules and regulations updates as reviewed. PASSED: 5 Yes	Lubore	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain

Motion to adjourn 9:52PM. PASSED: 5
Yes

Lubore

Gile

Griffin Malkowski
 Juchnewicz Underwood
 Lubore Hanton
 Williams Gile Strain

Executive Session Actions (8 Residences)

Residence 1 – \$50 charge for CAN and
trash violations. PASSED: 4 Yes, 1 No
(Griffin)

Strain

Juchnewicz

Griffin Malkowski
 Juchnewicz Underwood
 Lubore Hanton
 Williams Gile Strain

Residence 2 – \$50 charge for CAN left
out. PASSED: 5 Yes

Lubore

Gile

Griffin Malkowski
 Juchnewicz Underwood
 Lubore Hanton
 Williams Gile Strain

Residence 3 – no action. PASSED: 5 Yes	Strain	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Residence 4 – no action (prior action). PASSED: 5 Yes	Strain	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Residence 5 – no action, rescheduled at owner request to November 15 th . PASSED: 5 Yes	Strain	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Residence 6 - \$50 charge for YARD violation. PASSED: 5 Yes	Strain	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain
Residence 7 - \$50 charge for YARD violation. PASSED: 5 Yes	Strain	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain

Residence 8 - Send residence to collections for outstanding aged balance (the large balance), to lawyer. PASSED: 5 Yes	Strain	Gile	<input checked="" type="checkbox"/> Griffin <input type="checkbox"/> Malkowski <input checked="" type="checkbox"/> Juchnewicz <input type="checkbox"/> Underwood <input checked="" type="checkbox"/> Lubore <input type="checkbox"/> Hanton <input type="checkbox"/> Williams <input checked="" type="checkbox"/> Gile <input checked="" type="checkbox"/> Strain