

Wainwright Cluster Association
Board of Directors Meeting Minutes
April 11, 2017

www.wainwrightcluster.weebly.com

Attendees: Mark Waddell, Heather Robertson, Damien Deantonio, Eric Kemp, Erick Osman, Michael Wood, Becka Manglanathan, Wendy Quaye, Stacey Casey, and Ryan Gordon.

Meeting convened at 7:34pm in the middle cluster courtyard.

A motion was made to approve the March meeting notes, which was seconded and approved.

Financial Director's Report:

- Checking: \$22,643
- CD: \$16,302
- Arrears \$2,805

Old Business

1. **1763 Retaining Wall:** The board explained to Stacey that Anne replaced the wall without following the board's requested protocol, and that she has not replied to Mark's email asking for information regarding the contractor and permits. Stacey offered to show the board the copy of the receipt she received at closing. The Board reiterated that it has not budgeted for any expense for this in 2017, and will wait for Anne to respond rather than reach out again to her.
2. **Co-Treasurers** Eric K and Heather R will now be co-treasurers. Eric needs to get Dick Benjamin and Kat Waters removed as signatories on the account.
3. **Down Tree:** The down tree on Wainwright between the upper and lower cluster that was reported by a resident has been removed.
4. **Concrete work:** Michael walked around all the clusters and updated Damian's map of all the concrete repairs that need to be done. Damian will send the scope of work he typed up to Heather to put into an RFP template. Damian also has a list of 5 vendors that can be contacted.

New Business

5. **Spring Cluster Clean-up:** The board set the clean up day for Saturday May 13 at 9am. Mark will send an email and Becka will deliver flyers by May 1. Residents should submit requests for materials needed for the clean up day to Damian. Heather will discuss with the Sahlvas moving their red bud, which is growing too close to the house, to the grass

between the 2 middle cluster carports. Pending the removal of the concrete footer currently there.

6. **Landscaping projects:** There are currently several capital improvement projects which take precedence over major landscaping projects, such as the cleaning off the path, between the upper and middle clusters.
7. **Invasive Ivy:** RA has organized a removal day for the ivy at the corner of North Shore and Wainwright.

Mail

1. Mark would like to send thank you cards to the 2 guest speakers who came to the annual meeting.

Open Forum

1. The board discussed the tree with bark damage down by the path and Wainwright by lower cluster.
2. Mark and Michael discussed the need to have Verizon FIOS come back out to fix the grass where they dug to lay a line.
3. Wendy pointed out that residents with bird baths should be cleaning them weekly to prevent mosquitos. Damian will also call his contact at Vantage Hill to check on stay updated on their water treatment plan for their non-functional pool.
4. Michael mentioned the one-year anniversary of the Brew House this weekend.
5. Mark reminded everyone that Relac will be turned on May 22, or after 2 consecutive 80 degree days in May.

Closed Session

The May monthly meeting will happen May 9 in the middle cluster courtyard or in case of bad weather, at Heather's house 1741.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:20pm.

Any questions may be sent to President Mark Waddell at markw83@verizon.net

Respectfully submitted,
Rebecka Manglanathan