

Wainwright Cluster Association
Board of Directors Meeting Minutes
December 17, 2019

<http://www.wainwrightcluster.weebly.com/>

Attendees: Claudia Osman, Mark Waddell, John Foley, Ryan Gordon, Heather Robertson, Damien DeAntonio

Meeting convened at 7:37 pm at Heather's house, 1753.

The November meeting notes were not ready.

Financial Director's Report:

• **Checking: \$40,174.27**

• **CD: \$16,903.44**

• **Arrears \$1962**

Long Term Updates & Planning

1. How to update and upgrade prices of community- No new discussions
2. Insurance Review before renewal.
3. Historical Marker Wendy has show us a first draft. Excellent start. Will be adding more to design over next few months.

Old Business

1. Tax return Due May 15 were extended and now sent
2. Drainage- 1727-1731 Mark left VM with drainage company
3. Tree work from Reston Tree- Large Chestnut Oak at entrance to lower cluster needs to be taken down due to insect bores. Damien will talk with Reston Tree Experts to check when this should be done. Quote was \$3300.00
4. Middle Cluster Tree Replacement Plan - Expert states we should level the area before planting trees. Or raise with retaining wall. We discuss and delayed any decisions to next year.

New Business

1. Upper Cluster Lights. Ethridge Electric was able to get one more lamp post on. The scope of the boring work could not be determined nor could the final price. A secondary plan to connect power to the Casey's house discussed. It was motioned and seconded and approved for \$1600. This included \$400 for work already done.

2. Budget of \$53,767,30 was discussed and finalized, Mark motioned approval and John Seconded. The motion passed
3. Annual meeting is set for Feb 11 2020. Save the date. Details to follow.
4. Certification of Insurance to RA

Mail

- 1.

Open Forum

1. The Wainwright Cluster Board is looking for a CPA who understands Homeowner Association. If anyone is or knows of a CPA please let us know.
2. Erick Osman in the upper cluster has reported a raccoon problem in his outdoor storage unit. They have been using it for a bathroom for months. It took a special clean company

Closed Session

Next meeting will be January 14th, 2020 at Heather's house, 1753

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 9:04 pm.

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

Respectfully submitted,
Mark Waddell