

Wainwright Cluster Association
Board of Directors Meeting Minutes
Feb 12, 2019

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

Attendees: Heather Robertson, Damien DeAntonio, Stacy Casey, Ryan Gordon, Erick Osman, John Foley, James Case, Judy Brown, Laura Avis, Carol Anne Marquez, Erin Stamer, and Rebecka Manglanathan.

Meeting convened at 7:33 pm at Lake Anne Community Center.

Welcome and State of the Cluster:

Erick gave the annual update. The cluster is in good shape financially and with the on-going capital improvements and maintenance.

Financial Director's Report:

- Jan 2019 reconciled checking balance: \$41,022.56
- Dec 2018 month end CD balance: \$16,637.20
- Arrears as of Dec: \$2,405
- Uncleared checks: \$1,668

Heather presented an update on the finances. All books have been reconciled. We were under budget in 2017 and were on budget for 2018 (with one 2017 payment that was paid in 2018).

Heather reviewed the major expenses for repairs, landscaping, signage and lights. The cluster added \$9,581.34 to the reserves in 2018 which helps to offset the major expenditures from prior years which had drawn down the reserves.

Heather reviewed the 2018 budget as approved by the board for \$54,073. The cluster anticipates collecting \$54,600 in dues, plus \$1000 in fees. This would mean the cluster is only able to add \$1700 to the reserves. Upper and lower cluster drainage problems were recently fixed and asphalt repairs are also budgeted for 2019. Landscaping will be kept low in 2019. Carport roof repairs will be spread over 2020 and 2021 and the asphalt will eventually need to be totally repaved.

In order to cover the cost of the cluster capital improvement dues will be raised to \$350 per quarter starting in June 2019.

Grounds and Special Projects:

Damien gave an update on the landscaping projects from 2018, which included redoing the entrance beds and tree removal. If there are any issues that residents would like the board to address the best thing is to take a picture and send to Mark. A picture with a person in it to provide sense of scale is best.

The cluster is also working on updating cluster standards to include new materials and brands to give some more flexibility.

Stacey brought up that driving into the cluster the trash cans stand out as unattractive. It could help to identify a standard trash can for everyone. Other suggestions for cluster amenities include: bike storage, a communal water spicket, access to courts cluster tennis courts, and canoe storage at Lake Anne.

New Officers and Election:

Mark and Damien are up for re-election. Mark has expressed a willingness to continue as president for 2 more years. Erick motioned to approve Mark and Damien. The motion passed unanimously.

Open Forum:

- Judy would like a contact list for all Wainwright Cluster – the challenge has been getting permission from everyone. Damien suggested that residents sign up for nextdoor. Heather will enlist Judy and Stacy's help in verifying resident info and permission before distributing.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:31 pm.

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

Next meeting will be Tuesday March 12, at Heather's house, 1753.

Respectfully submitted,
Rebecka Manglanathan