

Wainwright Cluster Association
Board of Directors Annual Meeting Minutes
Feb 13, 2018

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

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

Meeting convened at 7:31 pm at Lake Anne Community Center.

Welcome and State of the Cluster:

Mark gave the annual update. Mark started with 2017 cluster projects events. St. Anne's has asked the Wainwright board to sign off on their light improvement project and solar cells on their roof. Heather has been acting as treasurer and will be up for a vote. The board is still continuing to communicate with Pathways to try to resolve the issues with their residents.

The board continues to look at ways to bring up home values to compete with Coleson Cluster. The first step of that is to replace house numbers with a new larger & reflective house numbers. The board will get it approved by RA, purchase and install them. 2 residents passed this year, Carol Benjamin, and Nancy Kamstra.

Financial Director's Report:

- Jan 2018 reconciled checking balance: \$38,456
- Dec 2017 month end CD balance: \$16,392.83
- Arrears as of Dec: \$3,930
- Uncleared checks: \$

Heather presented an update on the finances. All books have been reconciled. Everyone's individual accounts have been reviewed and brought up to date. Going forward everyone will get a bill at the beginning of the quarter due within 30 days. In 2017 we only spent about \$41K out of \$52K in the budget. Part of that is due to under-billing by Cardinal for landscaping fees. The goal is to keep 1 year of operating funds in reserves at all times.

There was less income in 2017 than expected from under-billing on cluster fees and non-participation fees. Projection for 2018 will add \$1K to the reserves. The board has decided not to raise fees at this time.

Heather reviewed the 2018 budget as approved by the board for \$50,762. There is \$7,500 budgeted for landscape improvements for the entrances to each cluster, as well as \$4000 for signage and new house numbers. The board is also looking into applying for a native plant grant that would subsidize the landscaping costs.

The board is exploring options to create a historical landmark sign. Carol Anne offered to put the board in touch with the original architect who designed Wainwright Cluster. Laura mentioned that the carports look unkempt because of the mess of the trashcans.

Long term budgeted projects are the asphalt repairs and Carport Repairs. Damien gave an update on the landscape contract comparison, which revealed that Cardinal is the best value. The board continues to look into landscaping options for some of the harder areas to maintain like the hills behind certain houses. National Wildlife Federation may be a resource as well.

Spring clean up projects: could include repainting the white lines in the parking lots

Election:

Heather is up for re-election & John would like to join. Mark motioned to approve both Heather and John. The motion passed unanimously.

Open Forum:

- Carol Anne suggested that we look at the sidewalks in the lower cluster for repair. There is also a pothole in the middle cluster parking lot.
- James suggested creating ramps from the parking lots to the sidewalks.
- Dick brought up the flooding issue in front of Ruth's house, 1767.
- Tim Casey suggested that we have a neighborhood forum for posting about house repairs and contractors – which is actually available on the website. There is also next door as a resource, and Wainwright could create a private forum.
- Stacy would like a contact list for all Wainwright Cluster – the challenge has been getting permission from everyone. Heather motioned that the board send out only names and addresses which is public information. The motioned passed unanimously.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:28 pm.

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

Next meeting will be Tuesday March 13, at Ryan's house, 1715.

Respectfully submitted,
Rebecka Manglanathan

