

Wainwright Cluster Association
Board of Directors Meeting Minutes
July 12, 2016

www.wainwrightcluster.weebly.com

Attendees: Mark Waddell, Heather Robertson, Damien Deantonio, Kat Waters, Tom Kamstra, Eric Kemp, Erick Osmann

Meeting convened at 7:39pm at Heather Robertson's house, 1707

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

Financial Director's Report:

- Checking: \$18,706
- CD: \$16,211
- Arrears a total of \$1,005

While the Cluster is in good financial standing, the payment for the carport repairs has unexpectedly depleted funds quickly, so any major repairs (such as concrete) will be deferred until next year.

Old Business

1. **Cardinal Projects.** Damien will follow up shortly with the list created.
2. **Ivy Removal.** Residents are encouraged/reminded to remove non-native invasive plants such as English Ivy. Many residents and owners have already taken care of front and back yard ivy.
3. **Tree Work.** Eric to call Reston Tree (Leaning tree behind Kamstra's house (1753) and middle cluster (all trees).
4. **Carport Report and RA approval.** Finished. Damien notified Reston Association that we completed the work. The Board is overall satisfied with the work and the final amount for all 8 carports (42 spots) was \$25,496, which came to about \$600 per house/per parking spot. That was the first major repair on the carports for at least 15 years. The roofs are likely to need repair soon but the lesson learned from this experience is to do carport repairs as needed, starting with the worst condition first, and then move to others, year by year.

New Business

1. **Homes selling in Lower Cluster:** 1705, 1713, 1715 (closing is this week), and 1727 (under contract). The Board has decided to transition to paperless sales-packages as most of the information needed is now posted on the cluster website and regularly maintained.
2. **Drainage early next year.** Start the process of asking drainage consultants to propose solutions to both upper and lower cluster major drainage

problems. Residents/Owners are encouraged to notify the board if there are any known additional drainage problem spots that should be considered.

Mail

1. Elizabeth Murray, owner of 1745 notified the board of curb damage in the middle cluster, but this had been planned for this year, but been deferred as a lower priority project in favor of the major carport repairs). She also notified the middle cluster residents that she feels that the toys are unsightly and should be cleaned up. Residents are asked to ensure toys and bikes are not left on sidewalks, and to keep things organized as best possible.

Open Forum

1. Damien notified residents how to notify Reston Association about ongoing problems with RA light posts along the path that are not working (this information is also now on the Cluster website). There are 6 out of 7 lights along the Cluster path that are still not working.
We have seen Dominion Power working on fixing the problems near the lower cluster.
2. The Board discussed the need to find ways to increase participation in the cluster clean up days, as the upper cluster participation levels is woefully low, and the burden of the clean up falls on one or two residents only. The Board will give more notice about clean up dates so residents can schedule around it. Therefore **the fall clean up date is set for October 22nd**. Additionally the Board will start (starting in October) assessing non-participating properties with a \$75 in-lieu of participation fee, as stated in the Handbook. There are always small tasks during cluster clean up that do not involve heavy manual labor, that are helpful and that can be accomplished by anyone – everyone can help in a small way. Residents are encouraged to ask if there is a way that they can help, however small, but nonetheless helpful.
3. **The Board is still looking for two more volunteers to join the Board.**
4. Thanks to Kat Waters and Erin Russell for her service on the Board

Closed Session

The July monthly meeting will happen September 13th at Mark's house at 1725.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:54pm.

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

Respectfully submitted,
Heather Robertson