

Wainwright Cluster Association  
Board of Directors Meeting Minutes  
June 11, 2019

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

Attendees: Erick Osman, Damien DeAntonio, Mark Waddell, John Foley, Ryan Gordon, Tim Benjamin, Myrna Schwab and Carol Anne Marquez.

Meeting convened at 7:35 pm at Mark Waddell's house, 1725.

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

**Financial Director's Report:**

- Checking: \$45,528.04
- CD: \$16,757.05
- Arrears \$1800
- Uncleared checks: not reported

**Long Term Updates & Planning**

- **Update Community Look** No new discussions
- **Updating Cluster Standards** The board will be working with Michael Wood to get the roofing standards and deck standards submitting along with potentially updating the window and doors standards to reflect what most houses have.
- **Insurance Review** Pending.
- **Historical Marker** The board working to design a historic sign for the cluster (similar to the sign hickory cluster installed along the RA trail as you walk toward Lake Anne). Wendy has volunteered to assist.

**Old Business**

- **Tax return** Due May 15, extension request submitted, checking to see why net worth on taxes differs from books.
- **New contact list** Judy and Stacy are going to work on getting updated contact information for all residents. They will be going door to door to gather information.
- **Recycle bins** Heather attempted to search republic several times and is still awaiting a call back in order to get cost information.
- **Drainage 1727 - 1731** New drainage issues identified behind 1727 and 1731 in lower cluster, there is an existing French drain that may not be functioning properly. Mark will contact VM Drainage to get an estimate.
- **Tree work** Damien reviewed updated proposal from Reston Tree expert for removal of several trees and pruning of others totaling \$6000. The board motioned and approved \$6000 for tree work pending approval from

Reston Association. Damien will continue to get other bids for replacement trees in the middle cluster as well as submit to the DRB for approval.

- **Pot hole repair** Erick will continue to research options and contact other contractors

### **New Business**

- **Common area landscaping** Ken (1701) received approval from the cluster board many years ago to perform some landscaping on cluster property at his expense. In the time since, additional work has continued and the work seems to never end and the work is done at all hours of the day and night. The board agreed that Ken should be notified to have the existing in-progress work completed and no further work started unless approved by the board
- **Dues Increase** reminder that the Q3 dues will increase to \$350 per quarter

### **Mail**

- None

### **Open Forum**

- None

### **Closed Session**

- None

Next meeting will be Tuesday July 9, at Erick's house, 1773.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:57 pm.

Any questions may be sent to President Mark Waddell at [markw83@verizon.net](mailto:markw83@verizon.net)

Respectfully submitted,  
Damien DeAntonio