

Wainwright Cluster Association
Board of Directors Meeting Minutes
Nov 14, 2017

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

Attendees: Heather Robertson, Damien DeAntonio, Erick Osman, Michael Wood, Stacy Casey and Rebecka Manglanathan.

Meeting convened at 7:38 pm at Damien DeAntonio's house, 1707.

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

Financial Director's Report:

- Checking: \$41,071.01
- CD: \$16,373.67
- Arrears \$7,200 (\$2,500 from not billing, all accounts have been reconciled for 2016 and new invoices have been sent)
- Uncleared checks: \$188 – Erin Russell

*Board notes: There is a reason to have 2 sets of eyes – there needs to be a second person reconciling accounts entered by the treasurer
Damien volunteered to be back up for Heather, and Erick or Mark should sign any checks that Heather enters

Old Business

- **Concrete Work, RFQ** Should begin Wed Nov 15
- **Fall Cluster Cleanup Report** Middle Cluster had very poor participation, the other clusters had most residents show up. A list of non-participants will be billed by Heather for the \$75 non-participation fee
- **Tree Removal** Damien needs to respond to an email about the tree behind 1741. Also a tree in front 1769 that need to be trimmed.
- **Landscaping Projects** Damien will work with Cardinal to get estimates for upcoming projects:
 - Rock replacement for drainage in upper cluster
 - English ivy removal (may explore other options as Cardinal has not wanted to do this in the past due to the cost they would have to charge).
- **Light post damage** Board will consider alternative options for planting around lightposts so that they do not need to be weed wacked – which is damaging the light posts
- **How to update and upgrade prices of community** Damien talked with Hickory Cluster about creating a sign on the path as historical marker, similar to theirs. Someone would have to compose a design. Price would

be about \$2700 plus installation. The concept will be presented at the annual meeting. This will need to be presented to Reston DRB.

- **Side color and door color** No action but keep discussing.
- **House numbers** Erick got an estimate for new house numbers - \$22.95 per house – the board would like to ask for a sample – since house numbers are documented in the clusters standards any change will need to be approved by Reston DRB – Erick will also ask for sample color chips – there will be a vote at the annual meeting to decide on new format and new color - installation will also be discussed at the annual meeting
- **Landscaping** Wendy and Damien met with a landscape architect to discuss the entrance signs and developing a multi-year plan. The board should receive a plan by next week to review.

New Business

- **Snow Contract** We need to make sure we have our snow removal guy on retainer for this season
- **Supporting Tom Kamstra** Service for Nancy will be on Dec 16 at 11am at St. Anne's
- **Landscaping price increase** Contract with Cardinal will increase by \$295 for 2018. The board would like to get a competitive quote for 2018 landscaping services.

Mail

- none

Open Forum

- No items

Closed Session

The December monthly meeting will happen December 12th at Damien's house, 1707.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 9:10 pm.

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

Respectfully submitted,
Rebecka Manglanathan