

Wainwright Cluster Association  
Board of Directors Meeting Minutes  
Sept 18, 2018

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

Attendees: Heather Robertson, Damien DeAntonio, Erick Osman, Mark Waddell, Ryan Gordon, John Foley and Rebecka Manglanathan

Meeting convened at 7:34 pm in the middle cluster.

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

**Financial Director's Report:**

- Checking (Reconciled as of Aug 31): \$ 43,184.47
- CD: \$16,541
- Arrears \$1400
- Uncleared checks: \$

**Old Business**

- **Drainage upper cluster:** Water is still pooling in front of Ruth's house and the group house. Needs a professional company that can come dig out deep drainage and the concrete may need to be redone as well. Once there are quotes for the work the cluster will need a survey done to determine the portion of the cost that the home owners and the portion that the cluster is responsible for. Erick will write up a paragraph describing the issue and Heather will issue an RFP.
- **Drainage lower cluster:** Behind Ryan's house is flooding and coming in his back doors. Ryan will write up a paragraph describing the problem and Heather will add it to the RFP for the upper cluster.
- **Disclosure document review:** All the recent sales have gone smoothly with the new on-line documents.
- **Group House Noise/Tenant** Jonathon has moved out. New tenants have moved in and neighbors are concerned about the smoking and parking.
- **Lamp Post Repairs:** The parts were delivered but they don't fix the issue for the post in the lower cluster. The electric company will come back with 2 proposals for the needed repair.
- **Entrance Landscaping** The landscape company will replace the dead bushes the last week of September.

**New Business**

- **2016 Tax Return:** The cluster was fined for filing late which Mark is appealing. In order to avoid this oversight in the future the board suggests

having a calendar/schedule for board meeting discussions (with taxes discussed the month prior to their due date) and to always have 2 people keeping track of finances.

- **1717 Vines:** Hopefully they will die in the winter.
- **Tree work:** Upper cluster has a tree that needs to be removed behind 1775. Middle cluster has a tree in the parking lot they would like to have looked at. The board will contact Jack to look at both trees and give a quote.
- **Cluster clean-up:** set for Oct 20<sup>th</sup> - the board would like to consider doing an Octoberfest theme cookout for the same day, Heather will prepare a beer tasting, Becka will figure out lawn games (cornhole, bachi ball)
- **Fallen Trees on RA property:** there are 2 trees on the path between middle and upper cluster that the board will contact RA about
- **Parking lot potholes:** There is a pothole in the middle cluster, and holes around sidewalks/drainage that need to be repaired. Damien will look up solutions that residents could complete at cluster clean-up.

### Mail

- Note from Carol Ann with concerns about the lower cluster rain diverter and informing the board that her son will finish removing the vines behind her house. The board reiterated that any resident wishing to do work on cluster property needs to get permission from the board ahead of time.
- Heather received a bill from the snow removal contractor for a \$500 retainer. Heather made a motion to approve paying the retainer which was seconded and approved.

### Open Forum

- Damien would like to update the cluster standards for decks to include composite materials. He will type something up to show the board and ultimately submit to RA.
- Damien has complained to Vantage Hill about the stagnant water and algae in their pools.

### Closed Session

The October monthly meeting will happen October 9th outside in the middle cluster courtyard.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:41 pm.

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

Respectfully submitted,  
Rebecka Manglanathan