

Wainwright Cluster Association
Board of Directors Meeting Minutes
September 15, 2015

www.wainwrightcluster.weebly.com

Attendees: Mark Waddell, Heather Robertson, Dick Benjamin, Damien Deantonio, Erick Osman, Eric Kemp, Erin Russell, Carol Ann Vasquez, Kat Waters

Meeting convened at 7:43pm at Damien Deantonio's house, 1707.

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

Financial Director's Report:

- Checking: \$38,865
- CD: \$16,122
- Arrears: \$3,000 in arrears.

Old Business

- 1. Update Lights Project.** The lights were completed in July and all punch list items were completed as requested. The total amount spent on this project was much less than we expected. Estimated at \$45,000 and it came in at \$32,000. We have a quote from Outdoor Illumination to install the proposed 12th light for \$1012.40, and the new light was approximately \$1100. Heather has prepared the Design Review Board application required, and will circulate it for signatures of the Board and the effected parties. There is also need to install a few house shields due to some complaints from residents, which we hope to order at the same time as the new pole. Eric has noticed the pole in the upper cluster doesn't come on (twice) and once he taps it, it switches on.
- 2. Fall Cluster Clean-up.** We will hold the annual BBQ, so provisions needs to be made for that. The group discussed a list of possible projects to work on – including some trimming in the upper cluster. The big project is to tear up the brick patio and benches in the lower cluster. Another idea is to seed the base of the new light poles. October 24th from 9 to 1 and then BBQ at 4pm.
- 3. Middle Cluster Concrete Problems.** Heather has tried to contact Masonry Brothers, and he is not answering. Heather will try again.
- 4. Treasurer.** Dick will turn the books over by the end of the year, but will fully retire in February. We didn't send out an email seeing if anyone wants to volunteer, even though Eric Kemp did – but Catherine Waters has volunteered to take over, and she has significant experience in Finance.

New Business

1. **Drainage crossing to Governor's property, parallel to the RA path.** Mark will call to alert RA that this may be on their property and come up with a collaborative solution.
2. The board will prepare a condolence card for Laura and the tragic loss of her young daughter.

Mail

1. New owner in 1777 contacted the Board via the website with a number of questions. Mark has already responded.

Open Forum

1. Reston has open spots in their community gardens, with no wait list.
2. Several thefts have occurred in our surrounding area, including some bikes and scooters in the Wainwright Cluster.

Closed Session

The September monthly meeting will happen October 13th, at Heather's house at 1747.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:45pm.

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

Respectfully submitted,
Heather Robertson