

Wainwright Cluster Association  
Board of Directors Meeting Minutes  
January 14, 2014

Attendees: Mark Waddell, Heather Robertson, Tom Kamstra, Dick Benjamin, Damien Deantonio, Erick Osmann, Carol Anne Marquez, and Ellie Fusaro.

Meeting convened at 7:34pm at Heather Robertson's house, 1741.

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

**Financial Director's Report:**

\$45,226 in checking, \$15,936 in CD, and \$900 in arrears. The 2013 surplus amount of \$18,725 has been added to the cluster reserves, which will be used to fund the large capital improvements in 2014 – specifically the exterior lighting system.

**Old Business**

1. **Need plan for lower cluster landscaping.** Still needs to address. Mark to follow up. Mark to check with RA about what might be appropriate.
2. **Cluster Handbook Revisions.** Damien has circulated a copy of the edited manual. Heather has provided some additional edits, which were discussed by the Board. Damien will make copies, with track changes, available at the annual meeting for residents to review.
3. **Garbage cans and carport.** Residents who have not purchased a garbage can with a lid will be notified in writing by the end of January to comply and purchase a new garbage can with a lid. Recommendations will be made. Heather to follow up.
4. **Yearly Meeting in February.** To be held in the Reston Community Center at Lake Anne on Tuesday, February 11<sup>th</sup>. The meeting will start at 7pm and will end before 8pm. All residents are encouraged to attend. Refreshments will be provided. Costs for refreshments estimated at \$150 were motioned, seconded and approved.
5. **Tree damage and cleanup needed.** The contractor who cleaned up the tree damage caused by the December storm charged us \$775. An additional amount of \$1550 was executed for stump grinding in the lower cluster. This stump grinding was required as per the RA recommendation. These costs were motioned for approval, seconded and approved. We will need to replace some landscaping where the large tree fell in the lower cluster; the landscape committee will look into options and make a recommendation.

**New Business**

1. **Lights in lower cluster.** An electrician will come out next week and assess the scope and feasibility of the exterior lighting for the cluster – including making some early estimates. The goal is to modernize the cluster lighting

style and to improve efficiencies. It is expected that full retrenching and cabling is necessary. It was suggested that we get at least two design proposals/costs to ensure we get the best solution at a fair price. Concern was raised about how flooding on some residents' properties may be effected by any new retrenching work, and the need to ensure that power is provided to the carports. Root Electric, used by two residents, was also recommended for consideration. A lot of decisions will need to be made. RA approval will be required. Tom Kamstra has copies of the design/wiring done previously and will provide them.

2. **RELAC.** There was residential discord expressed during an open forum meeting to discuss the letter that residents received from Reston Association about residents who want to discontinue their use of the RELAC system.
3. **Swail in upper cluster.** Governor's cluster continues to complain about rain runoff that drains into their cluster. Eric inspected and confirmed the problem persists. Mr. T is currently unemployed and is available to do some additional landscaping work in the winter season, and will be tasked with appropriate work that can be done during this season.

### **Mail**

1. AAA wrote the cluster and is raising its prices. AAA is now owned by Republic.

### **Open Forum**

1. The good news is Doyle Smith's sister was identified and she is taking responsibility for the property and will be paying the bills.
2. Ellie has expressed concern about ongoing water problems in the carport (4 to 5" inches) and would like to request the Cluster deal with it soon.

### **Closed Session**

There will not be a monthly meeting in February, but rather the annual meeting as described above.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:34pm.

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

Respectfully submitted,  
Heather Robertson