

Wainwright Cluster Association
Board of Directors Meeting Minutes
January 13, 2015
www.wainwrightcluster.weebly.com

Attendees: Mark Waddell, Dick Benjamin, Damien DeAntonio, Tom Kamstra, Eric Kemp, Erick Osman, and Erin Russell.

Meeting convened at 7:34pm at Tom Kamstra's house.

Approval of December Minutes: An error in the month of the minutes was noted. A motion was made to approve the December meeting notes, which was seconded and approved.

Financial Director's Report:

Checking- \$ 49,012; CD- \$ 16,042; Arrears- \$ 2,100

Surplus/Deficit for 2014- \$8,659 surplus for the year.

Old Business:

1) Update Lights Project- Pick a contractor

Looking at three bids for Materials & Labor (not including poles and fixtures):

Outdoor Illumination- \$18,390

GSW Electrical- \$27,142

Bainbridge Outdoor Design Build & Fisher Electrical Services - \$19,418

The board discussed the three bids and each company's experience and references (including Angie's List scores). The board decided to choose Outdoor Illuminations as the contractor for the lights project. Mark Waddell proposed hiring Outdoor Illuminations for the lights project, the motion was seconded and passed. The next step will be selecting the poles and fixtures. We will set up a meeting with Outdoor Illuminations to go over options for poles and light fixtures. We hope to have work start in the spring. Also need DRB approval once we pick a fixture.

2) Drainage Issue- Drain is working now, issue seems to be resolved. There may still need to be a grate and maybe some landscaping (sod) to finish the look of the area. We will talk to Cardinal about doing that work in the spring.

3) Plans for Annual Meeting- The Wainwright Cluster Annual Board Meeting will take place on Tuesday, February 17, 2015 at the Lake Anne Community Center Rose Gallery. All residents are invited to attend! Refreshments, including sandwiches, cookies and drinks will start at 7:00. The meeting will start at 7:30. Two board members are up for re-election: Heather Roberts and Eric Kemp. The cost of the renting the Rose Gallery is \$63. A budget of \$100 was allocated for food/refreshments. A motion was made to approve these costs, which was seconded and approved. Erin Russell will deliver notices to residents early the week before.

4) Cardinal Tasks - no progress.

5) **Traffic Calming:** The Fairfax County Department of Transportation responded to our request, and said that we do not qualify for traffic calming. According to their study, most cars on Wainwright Drive were traveling between 24-31 mph, which does not meet the qualifications for traffic calming measures. Board members noted that this doesn't correlate with our personal experiences, and that the main reason for our request was to get people to slow down at crosswalks. Damien will respond to the department of transportation to express our continued concerns and find out if anything else can be done.

New Business:

1) **Bill Farrar/Snow Removal:** Invoice for first snow removal was \$1,290- which included \$680 for putting down a chemical melting/de-icing mixture on parking and driving areas. The board was surprised by this extra expense, since we didn't request it and no one noticed the mixture being put down. We asked Dick to talk to Bill about the extra charge.

2) Board member brought up issue of cleaning out carports, noting that some carports are littered with various tools, building materials, old door, old siding, etc. Residents are reminded that the concrete ledge in front of the carport shed is for trash and recycling only, not for storage.

No new mail

Open Forum-

Closed Session-

Next Meeting:

The Wainwright Cluster Annual Board Meeting will take place on Tuesday, February 17, 2015 at the Lake Anne Community Center Rose Gallery. All residents are invited to attend! Refreshments, including sandwiches, cookies and drinks will start at 7:00. The meeting will start at 7:30.

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

Respectfully submitted,
Erin Russell