

DRAFT MINUTES
Coleson Cluster Board
2107 June 21

Chad Hill, Laura Dalton, Casey Deccio, Joe Gems, Lee De Cola; Resident
Kerri Bundy

Convened 7:35 at 1688 Wainwright Dr.

1. Minutes

The following system will be adopted by the secretary:

1. Take minutes at current meeting,
2. Distribute these minutes within one week to board and anyone at meeting,
3. Board review and approve at next meeting
4. Post at least one week before next meeting.

Furthermore, all approved proposals will be documented to include the following:

1. Proposal
2. Proposer
3. Secunder
4. Noted if not approved unanimously.

2. Guest: Kerri Bundy

Memorial tree

To memorialize the death of long-term resident of Chuck Szczepanski, a male Gingko biloba tree will be planted in front of 1608. Kerri will research cost.

Maple tree

A motion was proposed by Chad, seconded by Laura, and passed to provide \$250 from improvement project budget line for stump removal and the planting of a Japanese Maple tree front of 1640.

3. Parking

Board will review current parking and carport regulations (distributed) for discussion at next board meeting. Chad will send residents an email reiterating parking rules. Chad and Kerri will work on a new parking sticker system.

4. Raccoons

Chad will post a raccoon control notice in carports.

5. Lighting – Dominion Power

Vern Wyly is the cluster's current lighting person to whom watchlight problems should be reported. If possible, also let Vern know when the work was done.

Tanya Mazarowski, who is also interested in the topic, will be put in touch with Vern.

Chad will check with Vern with respect to the status of Light #17 in front of 1644.

6. Trash contract – final approval

American contract is expected to start 2017 Sept 1. Republic/AAA cancellation letter will be signed next week; to conclude service before Sept 1.

Laura is tasked to research a private group buy of large, lidded, latching, plastic trash containers. Survey Monkey was suggested as a way to assemble a list of residents wishing participate.

7. Financial Discussion

A motion was proposed by Chad, seconded by Laura, and passed to transfer \$5498 1st quarter reserve funds from checking to savings account.

8. Carport repairs (NEED CLARIFICATION HERE – which carports need what kind of work?)

Carport roofs #2 and #6/7 are leaking; should be replaced. Chad will get three vendor quotes, as well as for work on carports #3 & #4; consider drain relocation and water retention.

9. Committees/working group

There was a discussion of cluster entities to make recommendations to the board about the following topics (suggested members):

- Landscape: flowers, ferns and plantings (Kerri Bundy)
- Watchlights (Vern Wyly, Tanya Mazarowski)
- Infrastructure (carports, concrete, and pavement)
- Trees (Lee De Cola, Kerri Bundy, Adam Peterson)
- Parking: (management of stickers and Vehicle ID list)
- Emergency and Cluster contact list
- Spring & fall cleanup

Organization

- number of members
- membership
- meetings
- responsibilities; advisory only
- bring 'package' to board for discussion and approval

10. Future meeting dates

July 19

Decide date for Oktoberfest/fall cleanup

September 7

Lee suggested Doodle as a polling system

Adjourn 9:04

A motion was proposed by Chad, seconded by Joe passed.