

Coleson Cluster Board of Directors Meeting 2-2-2015
1686 Wainwright Drive

Meeting started at 7:40 pm

Board attendees: Vern Wyly, Lee DeCola, Kerri Bundy, and Laura Dalton

Treasurer: Marion Greene

Vern opened with meeting with a request to approve the Coleson Cluster Board Meeting minutes of January 5, 2015.

- Lee moved to approve minutes with the correction of the spelling of Eileen Harahan's name and the removal of Barb's house from the top. Vern seconded. The minutes were approved.

Marion provided the Financial February 2, 2015 financial report. There may be a carry-over from this fiscal year of \$5,748.00 however expenses for tree and snow removal may still occur before the end of the fiscal year.

Vern opened a pre-budget discussion. Issues include:

- Minor siding issues with a couple of carports (near 1620 and 1640) on bottom and all of carports need to be painted inside and out.
- If repair of wood is needed, those expenditures could be taken out of capital improvements.
- Painting should be taken out of the operational budget.
- The early march meeting is when budget is circulated to all residents.
- The budget must be approved at the end of March and enacted by April 1.
- Need to consider tree and carport expenses for 2016.
- Kerri would like to use the estimated carry-over money for landscaping – \$5748
- We continue to increase the reserve fund by 3 ½ percent.
- Marion will recirculate the proposed budget with corrected figures to the board

Vern led reserve study review and discussion:

- Lee asked whether there was a pending decision to be made regarding the reserve study and whether the board needed to approve the final version. Vern said the board should closely review it and endorse it within the next couple of meetings.
- Lee asked if the purpose of report is to present a plan for what needs to be done and money to be spent.
- Vern said that the report provides a snapshot in time of the assets of the cluster and estimates of the cost to repair or replace our assets. In essence, it is a guesstimate on what may need to be done for cluster upkeep and related costs. Vern suggested the board take a walk around the cluster together to review some of the recommended repairs.

Lights: Lee has been connecting with Dominion Virginia Power regarding the watchlight outage.

- Seven lights have been out for several months. Some turn off and on. Lee suggested the cluster stop paying our bills until Dominion fixed the lights. Dominion said they would repair the lights by Feb. 18 but that the actual heads are on back-order and may take longer.
- Lee opened discussion about Coleson Cluster possibly at some point funding the replacement and maintenance of the cluster's lighting system.

Regarding the tree work update: Lee's said the work was done OK.

- Sixteen trees were worked on and seven were removed. Some of the work disrupted cable service to several residents and one private tree was trimmed and charged to the cluster. He suggested that a consultant be hired to conduct a survey of all the Coleson Cluster trees to determine, in part, which trees are on Coleson Cluster property and which ones are on cluster property.
- Lee asked the tree company to leave spars and the firewood.
- Vern suggested sending out a firewood survey, asking residents if they would be interested in taking shifts to cut firewood if the cluster rented a wood splitter.
- Laura expressed concern about the liability if use of a wood splitter was a cluster sponsored event. Vern said only adults would be able to use the splitter and use of it should be monitored by a board member. Board further considered this issue and decided the risk–reward ratio didn't add up.
- Vern suggested further communication about free firewood being made available to residents. If the firewood is not removed by the end of February, it will be hauled away, free of charge.

Vern provided a paving committee update: Among options the committee is reviewing is permeable asphalt. While good environmentally, permeable asphalt is more expensive. More discussion to come on this topic.

Vern: The No Parking sign for the end of the cluster where service vehicles occasionally park, blocking residents from entering and/or leaving their carport parking spaces, is ready for installation once the ground warms up. Vern volunteered to do the installation.

Vern is creating a spreadsheet for possible carport repairs which he would like to discuss at the next meeting after talking with other vendors.

Cluster Insurance: Vern said that currently the cluster is insured through the Community Association Underwriters of America – QBE Insurance Corporation. Laura agreed to contact other vendors for coverage quotes in time for the April meeting. The current policy expires 5-19-2015.

The board went into executive session at 9:45 p.m. to discuss one legal item. The board decided to file a continuance in a legal matter, for after April.

Other business:

- Kerri provided an ice-melt comparison of products. The board discussed providing ice-melt products in standing buckets/structures around the cluster for residents to use. At issue is the

need to secure the buckets with locks, overuse of salt and impact on environment, cost, locations for the salt holders, pet and child safety issues, and what the salt holders/structures would do for the overall appearance of the cluster if they were to become semi-permanent. Marion suggested possible use of child-friendly sand instead of salt.

The meeting adjourned at 9:59 p.m. (ET).