

## **Coleson Cluster Association Board Meeting**

*June 2, 2016, held at 1686 Wainwright Drive. Minutes: Chad Hill*

Meeting called to order by Vern Wyly at 7:43PM.

In attendance were CCA President Vern Wyly and board members Laura Dalton, Casey Deccio, Lee De Cola, and Chad Hill. Marion Greene (Treasurer) was also in attendance.

1. First order of business were edits to the 11 April and 3 May meeting minutes.
  - Changes to 11 April 2016 meeting minutes discussion included:
    - Ed Bundy supports a slow down sign at the front of the cluster.
    - Addition of a “Children at play” sign at the front of the cluster was discussed and was tabled for a later (unspecified) date until examples of such cluster signage was observed.
    - Mosquito dunks to be distributed to the necessary carport roofs by Marion Greene.
    - Various edits for brevity and completeness to 11 April meeting minutes
    - Casey approved amendments to meeting minutes. Lee seconded.
    - Revised minutes passed unanimously.
  - Changes to 3 May minutes to remove personal information about an individual
    - Various edits for brevity and completeness to 3 May meeting minutes
    - Casey approved amendments to meeting minutes. Lee seconded.
    - Revised minutes passed unanimously.
  - Action: Laura to email the April and May meeting minutes to BethAnn (CC Vern)
2. Second order of business - Marion Greene provided Cluster Financial Updates:
  - \$7000 was transferred from carryover funds to the cluster savings account.
  - At the end of June, Marion would like to make first quarter reserves transfer from checking to savings in the amount of \$5311.50. Casey motions and Chad seconds.
  - Brief discussion of CDs and financial vehicles to bring Secretary up to speed
  - Casey motions \$15,000, 36-month Certificate of Deposit at 1% APR with Suntrust Bank. Chad seconds motion.
    - Motion passes unanimously
3. Barberry bush removal was discussed
  - This project can be funded from carryover funds (\$3500).
  - Kerri (not in attendance) will email the board about barberry bush removal before funds are allocated.
  - As part of this discussion it was mentioned that a resident reported some questionable landscaping between 1648 and 1646.
    - Vern requested that the board look at the improvements and discuss at a later date.

4. Poison ivy removal discussion:

- Thrive, Inc. of Sterling, VA will apply two \$180 treatments
  - One at the beginning and one in the middle of the summer
- Lee Action - Will sign and send the invoices back.

5. Brick Wall repair between Carports 3 and 4 discussion. Vern ceded floor to Casey for updates:

- Two quotes were received.
- Big dog Concrete Construction of Woodbridge, VA recommends both sides of brick wall be repaired and dispose of bricks at a cost of \$3200
  - Big Dog quote also included steps repair (near 1680 and 1672) for an additional \$500
- King Stone Corporation of Falls Church, VA provided a quote in the amount of \$3300 quote by reusing existing bricks (where possible). Step repair was not included in this quote.
- Casey motions to sign a contract with Big Dog to do the wall and the steps for \$3700 or less. Vern Seconded.
- Casey Action.

6. Update on Road Patch at cluster entrance and near 1680.

- Sam has been bird dogging the hole at the entrance
- Mark Waddell was contacted and a discussion about RELAC funding repairs.
- Further discussion as to when and how this hazard will be resolved.

7. Raccoon flier discussion.

- Numerous residents still choose to not secure their trash cans encouraging wildlife to dine.
- Chad mentioned laminating the fliers this year so that they can be reused and to avoid reprinting each year.
  - Chad provided quotes from Office Depot, Staples and Kinkos.
  - Each had similar cost for heavy-weight laminating services (Approx \$55-60)
- Vern motions 20-24 laminated raccoon fliers. Lee Seconds.
- Chad Action to have the fliers created. To be paid from Miscellaneous funds.

8. Other business

- Various other issue were brought before the board including:
  - A desire to have permanent “Children at play” signage installed.
  - A familiarization field trip was suggested in order to see how other clusters in the area handled this kind of signage.
  - To be continued/discussed at next Board Meeting.
- Chad circulated a photograph of the RELAC water leak at the top of the hill near 1688
  - Brief discussion of RELAC repairs and communications with the resident and the lack of communication with the cluster.
- Lee reminded the attendees about the 10AM, 18 June Thrive walk around. Any and all welcome to attend.

**Meeting adjourned at 9:20PM**