

Coleson Cluster Association Board Meeting

July 19, 2016, held at 1624 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, Lee De Cola, and Chad Hill. Marion Greene (Treasurer) also in attendance.

1. First order of business were edits to the 10 March meeting minutes.
 - Changes for brevity and completeness were approved.
 - Action: Chad to email the meeting minutes to BethAnn
 - Also discussed was the use of 1604's carport space.
 - The Residents of 1604 wish to *lend* their cluster-owned space to another resident.
 - Board agrees with the condition that the space return to 1604 if the residents vacate.
 - Lee motions and Chad seconds approval.
 - June 2 meeting minutes discussed with various edits for brevity and correctness.
 - June 2 meeting minutes passed unanimously with edits discussed prior.
 - Lee motions and Vern seconds.
 - Action Chad to email minutes to BethAnn
2. Second order of business - Marion Greene provided Cluster Financial Updates:
 - Four (4) pre-payments occurred because Treasurer was out of town.
 - Discussion of how to pay for the wall repair between carports 3 and 4.
 - Laura motions that reserve funds be used (vice carryover) to pay the King Stone invoice.
 - Chad seconds - none opposed - passes unanimously

Agenda items discussed out of order:

5. Casey out-of-country so Vernon provided updates on the brick wall repair
 - The repair was completed and appears to have been completed as was contracted.
 - Suggestion that a quote be obtained for a handrail on the existing steps and:
 - For the crumbling steps between units 1672-1678 and top step in front of 1616.
8. Chad agrees to obtain three (3) quotes for the iron work and concrete step repair.
 - Will Send photographs of the damaged steps to three vendors for quote.
 - Quotes due by next (August 4) meeting.

Agenda resumes:

3. Barberry bush removal
 - Kerri's update advised that the work should be completed when sub-50 degree F weather was forecast.

4. Poison ivy treatment application update.

- Lee in regular contact with Thrive, Inc. of Sterling, VA
 - Neither of the two treatments proposed have been applied.
 - Lee Action to confirm with Ron at Thrive whether or not we've received the first service.
- Marion Action to get quotes for similar service from other vendors.

6. Road patch update at Cluster entrance:

- Mark Waddell assured Vern that his contractors will complete repair of the hole in the next two weeks (2 August?)

7. Seal Coat and Cluster Blacktop maintenance (to include re-stripping)

- Vern looking for volunteer to contact vendors
- Laura agrees to volunteer to contact Dominion Paving (of Purcellville) and Collegiate Sealing (of Chantilly)

9. Raccoon Flyer

- We will be adding "Raccoon flyer language" to the Oktoberfest flyer
- Laminated Raccoon Flyers in the carports will be removed from the carports at the end of July (Action Chad)

10. Other business

- Discussion of Cluster lighting system
 - Dominion Power owns and Maintains the system
 - Information about how much a replacement system might cost so that this information can be made available to the entire community at the yearly meeting.
- Discussion about the fallen tree limb outside 1670 and payment method used.
- Discussion about the snow removal contract and whether or not the service has been adequate
- Marion applied mosquito dunks to all the carports
- SLOW DOWN signs to be placed at two locations in the cluster entrance (one by 1602 and one by carport 4)
 - Lee motions that we get resident feedback about the signage and placement, Chad Seconds.

Meeting adjourned at 9:15PM