

Coleson Annual Member Meeting: April 2, 2019

Board members in attendance:

- Chad Hill (1688), President
- Joe Gems (1682), At-Large
- Kate Bowerman (1660), Secretary
- Laura Dalton (1680), Vice President
- Tanya Mazarowski (1640), At-Large

Officers in attendance:

- Jonathan Miller (1614), Treasurer

Location: Lake Anne Elementary School

Meeting began at 7:34 pm

1. **Call to Order:** Chad Hill (President) called the meeting to order at 7:34 pm. Chad led the following discussions.
2. **Quorum:** Per the CCA Bylaws Article III, second 6, *“Members holding one fifth of the total votes shall constitute a quorum at any meeting.”* We need members from at least 9 of the 45 households to constitute a quorum.
 - a. There were 19 households represented, and 23 members in attendance.
3. **New Neighbors:** We welcomed the following new neighbors:
 - a. 1610 Thomas Furlong and Michelle Fordice
 - b. 1632 Michael Wood
 - c. 1642 Rachel and Erik Brandstaedter
 - d. 1662 Mark Mandolia
4. **Reports & Updates:** We discussed the infrastructure projects that we plan to accomplish in FY 2020.
 - a. **Sidewalk and concrete repairs:** The cluster sidewalks and some of the carport slabs are deteriorating and in need of repair/replacement. We have been repairing them in piecemeal fashion, and we need to decide whether to do more extensive repairs or replacements.
 - b. **Cluster signage:** The cluster sign at entrance and the directional signs are deteriorating. The signs are wooden and at least 20+ years old. Laura Dalton has researched cluster signs around Lake Anne, researched sign companies and materials, and gathered bids. We still need to finalize the designs for the signs; get Reston Association DRB approval, if needed; and then get the signs manufactured and installed.

- c. **Tree replenishment:** As the cluster and its trees age, we need to focus on planting new trees and rebuilding our tree stock.
- 5. **Financial Overview:** Jonathan Miller (Treasurer) presented the FY 2020 budget and financial status.
- 6. **Committees & Contacts**
 - a. **Cluster Directory:** Kari Uman -- Kari updates the directory and emails it to residents.
 - b. **Landscaping:** Kerri Bundy -- We budgeted for plantings in front of 1610-1620.
 - c. **Trees:** Tina Hays -- We budgeted for tree replacements around the cluster.
 - d. **Watch Lights/Electrical:** Tanya Mazarowski -- We will continue to research updates to the cluster watch lights (aka the streetlights). There was discussion of the feasibility of adding Electric Vehicle charging stations to carports. This is a complex project and requires additional research. We'd like to find out how other clusters have dealt with the EV charging in shared carports.
 - e. **Parking Permits:** Will and Krissey Jenkins
 - f. **Infrastructure:** Kate Bowerman -- We have several infrastructure repair projects coming up: sidewalks and carport concrete repair/replacement; retaining wall repair; carport gutter repairs; and landscaping timber replacement. We need volunteers to help research contractors, get bids, make recommendations, and project manage.
 - g. **Social & Community:** Needs a chair and volunteers -- We budgeted for three social events to help foster community. Kerri Bundy suggested that we hold an event for National Night Out (<https://natw.org/>), which is an annual event in August.
 - h. **Reserve Study:** Kate Bowerman -- The Virginia Property Owners' Association Act § 55-514.1 requires us to conduct a reserve study every five years so we can properly plan for the replacement and improvement of cluster assets.
<https://law.lis.virginia.gov/vacode/title55/chapter26/section55-514.1/>
- 7. **2018-2019 Accomplishments**
 - a. **Carport roof replacements:** The roofs for carports 1, 2 and 6-7 were replaced in July 2018 by United Roofing. The material used was Duralast.
 - b. **Parking lot sealcoating:** The parking lot asphalt was sealcoated in June 2018.
 - c. **Recycle bins:** We got 64-gallon recycling bins from our garbage company.
 - d. **Spring and fall cluster cleanups:** We held our annual spring and fall cluster cleanups.
- 8. **Board Resignations & Nominations**
 - a. We have two board openings, one for a one-year term and the other for a three-year term.

- i. Chad Hill resigned his board seat because he's moving out of the country. He leaves a board seat with a one year term remaining.
 - ii. Laura Dalton declined to run again. Laura has served on the board for over a decade.
- b. Kerri Bundy nominated Tina Hays (1678) for the three-year term. John Stroik (1638) seconded. Tina was elected by a unanimous vote.
- c. No one else volunteered or was nominated. The Coleson bylaws require the board to have five members. The board members will continue to seek a fifth board member.

9. Recognitions

- a. We recognized and thanked Chad Hill and Laura Dalton for their service to the cluster.

10. Upcoming Board Meetings & CCA Events

- a. **April Board Meeting:** We'll hold a board meeting immediately after the Annual Meeting to elect officers.
- b. **Spring Cleanup** will be on Saturday, May 4, 2019.

Meeting adjourned at 9:00 pm