

Coleson Board Meeting Minutes: July 30,2019

Board members in attendance:

- Katharine Bowerman (1660)
- Catina Jay (1678)
- Tanya Mazarowski (1640)
- Kari Uman (1658)

Officers in attendance:

- Jonathan Miller (1614), Treasurer

Residents in attendance:

- Bebee Stroik (1638)
- John Stroik (1638)
- Kerri Bundy (1652)

Residents participating (via Zoom)

- Kanhong Lin (1660)

Board Members absent:

- Joseph Gems (1682)

Non-residents in attendance:

- Ray Ceresa (Cluster attorney)

Location: 1678 Wainwright Drive

Meeting began at 7:22 pm

- 1. Opening Remarks** - Kate introduces Ray Ceresa, the new Cluster attorney. He shares insight on a few things:
 - Meeting documentation (i.e. the minutes) need only be motions and voting. Details of discussions are not necessary; keep it minimal.
 - Motions, votes and previous minutes must be recorded accurately and then formally adopted.
 - Resolutions need to be signed.
 - Board can conduct meeting with a minimum of three members.
 - Neighbors must be notified of all meetings.
 - Liens do not require certified mail.
 - Legal system works by mail or mail and email (but never just email).

2. Approval of Minutes - the Minutes were not prepared and unable to be approved. (As was the case of the previous meeting.)

3. Upcoming Board Meetings

- September 4 @ 7 (1678-Tina's house)
- October 2 @7 (TBD)
- November 6 @7 (TBD)
- December 4 @7 (TBD)

4. Approved Motions

- Executive session to discuss violators' unpaid dues; moved by Kate and seconded by Tanya; four aye votes
- Transfer financials to Sandy Spring Bank 11636 Plaza America Dr., Reston VA 20190; moved by Tanya and seconded by Kate; four aye votes
- Removal of the two structurally unsound chestnut oak trees; moved by Tina and seconded by Kari; four aye votes
- Award HeMax contract of \$16,765.00; moved by Kate and seconded by Kari; four aye votes

5. Other Business

Saturday August 3rd, 10:30 at Tanya's (1640) a group of us will go through boxes of old paperwork and earmark all unneeded documents for destruction

Meeting adjourned at 9:30 pm