

Coleson Board Meeting Minutes: October 2, 2019

Board members in attendance:

- Katharine Bowerman (1660)
- Joseph Gems (1682)
- Catina Jay (1678)
- Tanya Mazarowski (1640)
- Kari Uman (1658)

Officers in attendance:

- Jonathan Miller (1614), Treasurer

Residents in attendance:

- Erik Brandstaeder (1642)
- James Mescal (1606)
- Bebee Stroik (1638)
- John Stroik (1638)
- Mihail Timchev (1670)
- Rebekah Wingert (1600)

Residents participating (via Zoom)

- Judy Barokas (1616)
- Kanhong Lin (1660)

Board Members absent:

- None

Non-residents in attendance:

- Tom Barbieri
- Vicky Wingert

Location: Lake Anne Elementary School Library

Meeting began at 7:18 pm

1) Opening Remarks

- a) Kate introduced Tom Barbieri from Sandy Spring Bank. The cluster's bank accounts are being transferred to Sandy Spring Bank, and Tom graciously came to the meeting so that we (members of the board) could all sign signatory cards for the checking and money market accounts. We also provided other required information (SSNs, driver's license numbers, etc.).

2) **Drainage and Stormwater Runoff Issues**

- a) Rebekah Wingert gave a presentation on behalf of the residents of 1600, 1602, 1604, 1606 and 1608. In her presentation, she postulated that this particular row of houses is adversely affected by rainwater runoff from the common area behind the row, which is elevated above the level of the homes. The thrust of her presentation was to seek assistance, financial and otherwise, from the cluster to remedy the situation.

3) **Approval of Minutes** – The minutes for the September meeting were approved.

4) **Upcoming Board Meetings**

- November 6, 7pm, Lake Anne Elementary School Library
- December 4, 7pm, Lake Anne Elementary School Library

5) **Treasurer's Update**

- a) Jonathan distributed copies of the updated budget and current financial report to all present. He reported that expenses for September were higher than normal due primarily to payments to SavATree for removal of two trees, HeMax for replacement of wooden retaining walls, and Merrifield Gardens for their grounds improvement work in front of the row from 1610 through 1620. He also reported that 100% of the second quarter dues have been collected on time (though there are still some uncollected funds from previous quarters).
- b) Jonathan reported that actual expenditures in the budget are, for the most part, around the 50% mark. He pointed out that, since we are 50% through our fiscal year, this is entirely appropriate. He mentioned that legal expenditures are an exception, as we have already spent more than twice what was budgeted, but that we have received some good baseline information for which we don't expect additional expenditures.

6) **Parking**

- a) We presently have no formal processes dealing with reserved handicapped parking spaces. After consulting with the cluster attorney, Kate has updated the cluster Parking and Carport Regulations document to deal with this issue. She distributed copies to the board members (all of whom were present), and requested that a motion approving this update be approved. After some discussion, such a motion was proposed, seconded and passed, four ayes and one nay.
- b) Discussion turned to the two current reserved handicapped spaces within the cluster, which several residents have asked about. One is no longer required, and has been removed. The resident enjoying the use of the other has requested that the privilege be extended at least through 2023. In accordance with the new policy requiring a two-year review of all such accommodations, it was decided to approve that request through November 2021.

7) **Committee Reports**

- a) Carport Downspouts - As a courtesy to a resident, Erik Brandstaeder, who was present to speak about our carport downspouts, which have some problems associated with them, he was given the floor next. He reported that, of the twelve carport downspouts, four are perfectly fine, five are in need of repair, and three need to be rerouted so they no longer drain onto walking areas. Although he felt that none of this work is complicated, he is reluctant to take it on himself. He

has spoken with several contractors, but has only received one quote so far. The quote was for \$4785, which, in Erik's opinion, seems to be unnecessarily high. He is still waiting for one or two other quotes, but has estimated that the parts and one necessary tool could be purchased for less than \$500. It appears that Erik may take on some of the work himself. Later in the meeting, after Erik had departed, he contacted Kate and reported that he had received a second quote for the work, and it was for \$1270.

- b) Carport Storage Closet Doors - Joe reported that three of our seven carport storage closet doors are in need of repair or replacement, and that two contractors have seen the doors and agreed to provide estimates. He is waiting to receive those estimates. Joe was tasked with determining which residents/houses are utilizing which carport storage closets.
- c) Carport Lighting - Joe further reported that there are issues with three of the carport lights, and that one contractor, Sundance Electric, has visited and intends to provide a repair estimate.
- d) Trees – Tanya reported that our preferred arborist has left Sav-a-Tree, and moved to Riverbend Landscape and Tree. The priority for the near future is to trim tree branches that overhand carport rooftops. Other than that, Tanya has expressed reluctance to allow Sav-a-Tree to plan other work in the absence of an arborist. The board generally agrees with that reluctance.
- e) Landscaping – There is a Cluster Cleanup scheduled for October 12, with a spreadsheet listing tasks. Residents have been invited to add additional tasks to the spreadsheet.
- f) Social – Kari will provide a flier to be distributed to all residents soliciting participation in the upcoming Oktoberfest on October 12. She is looking for volunteers to assist with the various Oktoberfest-associated tasks.
- g) Reserve Study Task Force – Kate reported that there was very little progress since the last meeting. She did send out a request for volunteers and has two so far.

8) **Strategic Initiatives**

- a) There are two boxes of documents that will be scanned and kept in digital form. This has not yet happened.

Meeting adjourned at 9:12 pm