

# September 2020 CCA Board Meeting Minutes

September 2, 2020, at 7:06 pm on Zoom

## **Board members in attendance:**

Kate Bowerman  
Tanya Mazarowski  
Tom Furlong  
Kari Uman  
Tina Jay

## **Officers in attendance:**

Jonathan Miller

## **Residents in attendance:**

Carl Friedrich  
Beebe Stroik  
Joe Pierson

### **1. Call to Order**

- a. Board member Kate Bowerman called the meeting to order at 7:06pm

### **2. Treasurer's Update:** Jonathan Miller reported on the financial condition. As of September 2, 2020:

- a. 93% Q2 Dues Paid
- b. \$2,262.68 expenses in August
- c. Checking account balances and accounts are healthy

### **3. Trees**

- a. Tanya provided an update on the status of tree work.
- b. Work has begun on removal of hazardous trees around the neighborhood. Work was approved at the last board meeting on August 5th, 2020.
- c. Should be complete soon.
- d. Tanya will get an estimate for expected treework for FY2022.

### **4. Design Standards**

- a. Kari provided an update on the ongoing work to update design standards.
  - i. Current focus is to update standard for front doors
  - ii. Current Door standard
    1. Must be one of three colors
      - a. Jungle Trail
      - b. Cobalt Glaze
      - c. Distant Thunder
    2. Must be solid door or  $\frac{2}{3}$  glass door
  - iii. Current inventory of Door Colors in the cluster:
    1. Cobalt Glaze 10
    2. Jungle Trail 1
    3. Distant Thunder 5
    4. Red 7
    5. Black 4

- 6. White/Off White 9
- 7. Various other colors, about 7
- iv. Recommends updating the door standard as follows:
  - 1. Add red, black, white to the color palette
  - 2. Remove Jungle Trail from the color palette
  - 3. Keep solid door and  $\frac{2}{3}$  or full glass for non-end units
  - 4. No six panel doors
  - 5. Solid doors with full glass panels or glass doors for end units. No double doors.
  - 6. White storm doors or storm doors that are the same color as front door
- v. Comments
  - 1. Some end units don't have the side windows, so we will need to make sure any delineation between interior/end units is clear
  - 2. Some units have double doors and will need to determine how to handle that if those units become non-compliant, even if based on current standard they are not compliant
- vi. Action Items:
  - 1. Additional research will need to be done to make sure we set off on the right path.
- b. Carl will attend a DRB meeting for clusters later this month. Was postponed from last month
  - i. Has received comments from the DRB coordinator about side paneling that the DRB has already approved for other clusters
  - ii. Carl has taken the action item to write up a document saying the Coleson Cluster design standards include those siding options

## 5. Website

- a. Tom provided an update on the status of the website.
- b. Michelle and Tom will transition to the new website next weekend.
  - i. Will be a period of time where email for @colesoncluster.org will be unavailable. Email will be sent to the cluster notifying them.

## 6. Light

- a. Jonathan provided a status update on the state of watch lights that are non-operational at the moment. Lights are owned by Dominion Energy.
- b. Work request submitted on July 27th reporting 5 lights out. Dominion Energy came on July 30th and inspected the lights and marked an additional light as needing additional work.
- c. Follow up call was made September 2nd. Dominion Energy didn't provide any ETA due to scheduling issues related to staffing during the pandemic.

## 7. August Meeting Minutes Approval

Kate moved to approve August meeting minutes, Tanya seconds and all approved.

**8. Sign**

- a. Tina provided a status update on the sign for the front of the cluster.
- b. The application to the DRB has been submitted and they have replied saying they would notify us once it has been reviewed.

**9. Schedule Additional Board Meetings**

- a. Wednesday, Nov 4, 7pm on Zoom
- b. Wednesday, Dec 2, 7pm on Zoom

**10. Other Business**

- a. Tina notified American Disposal that they missed a recycling pick up. American said that typically they send a notification when they will miss the neighborhood and they weren't able to do so on Friday.

**11. Adjournment**

- a. Kate moved to adjourn the meeting at 8:16 PM. Tina seconded. All approved. Meeting adjourned.