

# December 2021 CCA Board Meeting Minutes

December 2, 2021, at 7:05 pm on Zoom

**Board members in attendance:**

Kate Bowerman  
Carl Friedrich  
Tom Furlong  
Kari Uman  
Tina Jay

**Residents in attendance:**

Rebekah Wingert-Jabi  
Mary Millus

**Officers in attendance:**

Jonathan Miller

**1. Call to Order**

- a. Board member Kate Bowerman called the meeting to order at 7:05 pm.
- b. Quorum is met with 5 board members present.
- c. Kate moved to meet in executive session immediately following the meeting to discuss pending litigation. Kari seconded. 5 board members approved, and the motion carried.

**2. Treasurer's Update:** Jonathan Miller reported on the financial condition. As of December 2, 2021:

- a. \$44,773.63 expenses in November.
- b. Bank accounts are healthy.
- c. Kate discussed the intent to start planning the FY23 Budgeting during the January board meeting.

**3. Electronic Meetings Resolution**

- a. Kate presented a resolution to update the Coleson Cluster policies and procedures regarding electronic meetings. The resolution allows for electronic meetings to be held in compliance with the Virginia Property Owners Association Act.

**4. Design Standards**

- a. Kari provided a status update on the design standards for decking materials and colors. The standard was approved by the Coleson Cluster Board of Directors November 4, 2021, and has been submitted to the Reston Association Design Review Board (DRB) for its approval. The standards will be presented at the next DRB meeting.

**5. Lighting Repairs**

- a. Jonathan presented an update on watchlight repairs in the cluster.

**6. Tree Work**

- a. Carl presented an update on the proposal from Blade Runners to \$12,450.
- b. Kate moved to allocate \$2,500 for removal of the high priority trees from the Blade Runners proposal. Kari seconded. All board members approved, and the motion carried.

**7. Landscaping**

- a. Tina presented an update on the status of implementing the master landscaping plan. HEMAX will be onsite in December to install Phase 1 of the master landscaping plan (island, area around the directional signs, meadow behind 1600-1604, embankment across from 1622-1630, area in front of 1610-1620).

**8. Consent Agenda**

- a. Kate moved to approve the November 4 board meeting minutes; Kari seconded the motion. All board members approved, and the motion carried.
- b. Scheduled upcoming board meetings:
  - i. Thursday January 6, 2022
  - ii. Thursday February 3, 2022
  - iii. Thursday March 3, 2022
  - iv. Thursday March 24, 2022 (Budget Finalization Meeting)
  - v. Thursday April 7, 2022 (Annual Members Meeting)

**9. Adjournment**

- a. Kate moved to adjourn the meeting at 8:13 pm. Carl seconded. All approved. Meeting adjourned.