

# June 1, 2023 CCA Board Meeting Minutes

7:00 pm on Zoom

## Officers in attendance:

Carl Friedrich, President  
Brent Kynaston, Vice President  
Jonathan Miller, Treasurer

## Board Members in attendance:

Kari Uman  
Kate Bowerman  
Mary Bloom, Secretary

## Residents in attendance:

Rebekah Wingert  
Mike/Susan Zolandz  
Eugene Pun  
Tina Jay

### 1. Welcome & Call to Order

- Carl Friedrich, Board President, called the Board meeting to order at **7:05 pm**.
- Quorum is met with Board Members present.

### 2. Treasure's Update and Financial Report, Jonathan

Carl moves to approve Treasurer's Report.

Kate seconds the motion. | APPROVED by all Board Members present.

- Cluster Balance: **\$20,805.03**
- **\$19,002.81** Cluster Reserve Fund Balance
- **\$8,049.89** May 2023 Expenses

### 3. Tree Work, Kate

**Goal:** Continuous Capital Improvement project to provide a safe and sustainable environment by maintaining the existing tree canopy in and around the Cluster. Tree removal and pruning is prioritized to protect people, pathways and property.

- **May 16, 2023, 10am:** Held Cluster walk-through with Terry Turner, Blade Runner Arborist, residents and Board Members. **Resident Attendees:** Kate Bowerman, Brent Kynaston, Kerri Bundy, Lee DeCola, and Pat Kraus. **Discussion:** Status of trees and needed tree work.
- ~ **\$15,843** estimated Capital Expense. Priority to complete quoted work (minus removing privet hedge).
- Homeowners provided great feedback: Asked for more tree service!
- Kate to get separate quote to remove dead tree in front of Tina's house, instead of privet hedge.

Carl moves to approve the tree work proposal provided by Blade Runners (with the exception of the privet).

Kate seconds the motion. | APPROVED by all Board Members present.

### 4. Cluster Master Landscape Plan, Mary

**Goal:** Ongoing collaborative efforts by Board Members and residents to preserve the beautification of Cluster common areas. Volunteers to work together to monitor and care for plant installations and to maintain the adopted Landscape Master Plan.

- **June 7, 2023, 9am:** Rescheduled consult with Chip, Hemax, to review **Area 6** garden installation. Resident Attendee: Mary Bloom, Pat and Chuck Kraus. Chip was a no-show.
- Mary to send solicitation to residents for a **Landscape Working Group** walk-through.

## 5. Carport Restoration, Carl

**Goal:** Phased Capital Improvement project to rehab all carports to the same level of stability and functionality. Prioritize repairs in order of safety and cost, given the condition and issues of each carport varies.

- Estimated to be a **\$40-\$50K** Capital Expense in carport repairs, depending on vendors. Solicited several people for the Carport Working Group so far.

## 6. Board Meeting Minute Approvals

Carl moves to approve the **May 4, 2023** Board Meeting Minutes.

Kari seconds the motion. | APPROVED by all Board Members present.

Carl moves to approve the **April 20, 2023** post-annual Board Meeting Minutes.

Kate seconds the motion. | APPROVED by all Board Members present.

## OTHER BUSINESS

Carl: Cluster Insurance Certificate was paid and sent to RA. We are in good standing with RA.

Tina:

- Light is not working on the end of the Cluster. Jonathan called Dominion but got disconnected. He will follow up again.
- Teak wood left untreated will fade to silver. Needs to be sanded and stained. Tina volunteered to call for quotes on treating/finishing the teak signage in the Cluster.
- Carl has spoken to the owner of the historic car. Owner will be moving it soon... TBD.

Kari: Looking for volunteers for a Design Standards Working Group to help maintain the Cluster's guidebook.

Susan: Looking forward to creating an open dialogue between Coleson Cluster Board.

## 7. Adjournment

Carl moves to adjourn the June Board Meeting at **8:13 pm**.

Kate seconds the motion. | APPROVED by all Board Members present.

## Attestation

These minutes were approved at the **Coleson Cluster Association Board of Directors Meeting on August 3, 2023**.

Signed:

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### 2023 Upcoming Board Meetings

- July Board Meeting - Thursday, **July 6** at 7 pm on Zoom
- August Board Meeting - Thursday, **August 3** at 7 pm on Zoom
- September Board Meeting - Thursday, **September 7** at 7 pm on Zoom