

# May 1, 2025 CCA Board Meeting Minutes

7:00 pm on Zoom

## Board Officers in attendance:

Carl Friedrich, President  
Brent Kynaston, Vice President  
Jonathan Miller, Treasurer  
Mary Bloom, Secretary

## Directors in attendance:

Greg Fortunato, Director  
Kari Uman, Director

## Residents in attendance:

Tom Furlong  
Paul Lang  
Pat/Chuck Kraus  
Jonah Goobic

### 1. Welcome & Call to Order

- Carl Friedrich, President, called the Board Meeting to order at **7:10 pm**.
- Quorum is met with a minimum of three Board Members present.

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

Carl moves to approve the Treasurer's Report.

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

Per Jonathan, Cluster financial standings are outlined below:

- Cluster Balance as of 5/1/25: **\$16,386.37**
- **\$80,876.44** Cluster Reserve Fund Balance
- **\$3,810.60** Total April 2025 Expenses

**Notable standings:** Balance does not reflect dues deposited on May 1<sup>st</sup>. Reimbursements to Kari Uman for dumpster rental, and Tom Furlong for the Election Buddy fee.

### 3. Landscape Updates, Mary

**Goal:** The Landscape Working Group (LWG) is an ongoing volunteer collective of Coleson Cluster Board Members and residents who work together to support the maintenance and beautification of common areas in and around the Cluster. The LWG will act as an advisory to the Board on addressing landscaping needs, and the use of sustainable best practices that promote eco-friendly and beneficial environments.

- 2025 Landscape Budget: **\$2,500** (Grounds Improvement - Line Item #45 of **FY26 Budget Report**)
- **Upcoming Event.** LWG Meetup + Property Walkthrough  
**TENTATIVE: Wed, May 7 or May 14, after 4:30 pm. Attendees:** Mary Bloom, Kari Uman, Freya  
**Action Item:** Identify Common Areas for Teams of people to work in collectively for Cluster Cleanup.

#### 4. Tree Work, Greg

**Goal:** Continuous and ongoing 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.

**Upcoming Event.** Greg working on date for walkthrough with Terry Turner (Blade Runners) to investigate seasonal tree service.

#### 5. Board Meeting Minute Approvals

Carl moves to approve the following past Meeting minutes:

- **March 6, 2025 Board Meeting**
- **FY2026 Annual Budget Approval Meeting** (March 27, 2025)
- **CCA Annual Meeting** (April 3, 2025)
- **April Board Meeting** (April 6, 2025)

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

#### OTHER BUSINESS

##### **BIG Dig at the Entrance to the Cluster – Brent**

RELAC update + communication with Kristen Uhler-McKeown (RELAC). Hole at the entrance has been filled, though area is sinking. They plan to return to refill.

**Action Item:** Brent to pursue a written notice from RELAC/Mark Waddell (Utility Contractor) for audit trail that repair work will be completed.

**#1610 - Tom Furlong** – Will be parking a dumpster for a few weeks to a month, starting on May 27 for some home remodeling work.

**#1642 – Paul/Joyce Lang** – Working on HVAC installation. Applying for DRB Approval.

##### **Preparation for Cluster Cleanup – Kari**

Saturday, May 17, 2025. Dumpster is coming from Maryland and is for yard waste only. Available: May 15-20.

##### **2026 Capital Improvement Project – Greg**

**Carport Restoration Working Group:** Greg, Kari, Brent, Carl, and residents: Paul Lang, Tanya Mazarowski

- Waiting on Reserve Study for numbers.
- Need more Bids.

**Action Item:** Carl to follow up with Waterview Cluster and Wainwright Cluster re: their carport repairs (same architect as Coleson) and RA considerations.

##### **Reserve Study Prep – Carl**

PM+Reserves has completed the Site Survey for the FY2025 Reserve Study. Currently, compiling deliverable.

##### **Follow-up to Parking Rules Enforcement – Kari**

Wishing residents would be nicer and more considerate of their Neighbors!

**Action Item:** Carl, Jonathan, Paul will coordinate getting the handicap signage installed for Diane, #1644.

### **Establishment of HVAC Installation Guidelines – Carl**

RA has asked Coleson Cluster to submit standards for compressors.

**Upcoming Event:** Board Working Group meeting to create proposed standards.

### **Adjournment**

Carl moves to adjourn the **May Board Meeting at 8:33 pm.**

Greg seconds the motion. | **APPROVED** by all Board Members present.

### **Attestation**

These minutes were approved at the **Coleson Cluster Association Board of Directors Meeting on September 4, 2025.**

#### **2025 Meeting Dates**

**May Board Meeting** – Thursday, **May 1** at 7:00 pm on Zoom

**Spring Cleanup Day! Saturday, May 17, 9am**

**June Board Meeting** – Thursday, **June 5** at 7:00 pm on Zoom

**July Board Meeting** – Thursday, **July 10** at 7:00 pm on Zoom

**August Board Meeting** – Thursday, **August 7** at 7:00 pm on Zoom