

September 11, 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:

Kari Uman, Director
Greg Fortunato, Director

Board absentees:

None

Residents in attendance:

Mike Zolandz
Chuck/Pat Kraus
Maureen Chance
Paul/Joyce Lang

1. Welcome & Call to Order

- Carl Friedrich, President, called the Board Meeting to order at **7:02 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.

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

Per Jonathan, Cluster financial standings are outlined below:

- Cluster Balance as of 9/11/25: **\$30,002.54**
- **\$80,944.61** Cluster Reserve Fund Balance
- **\$3,693.64** Total August 2025 Expenses

Notable: Cluster Balance does not include 9/11/25 deposits of \$2,411

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.

Action Items: **8/20/25**, 6pm. Meeting with Tucker Newberry and Liz Cohen representing PRIZM a volunteer partner of Plant NOVA Natives (another volunteer Not-for-Profit). **Attendees:** Mary, Tucker, Liz. **Discussion:** Walkthrough and inventory of plants along Wainwright and down the RA Green Path, along the north side of the Cluster. Feedback was provided on the extent of invasives and the number of existing beneficial natives.

Invasive Species Control Grant offered by PRIZM

- Pre-App due **Oct 15**, formal App due on **Nov 1**, Awards announced on Nov 8.
- April deadline to complete work. Try to pair with Spring Cleanup.
- Award is for **\$3,000** with **50% match**, either a \$1,500 monetary match or work hours at \$34/hr (45 hrs).
- Potential consultation with Nature by Design in Alexandria.

2025 LWG Summary

Portions of Areas 1 & 2 (the bank in front of #1660 - #1664)

- ✓ At #1660, added more pollinators plants (e.g., clethra, hyssop, phlox, asters, speedwell, mountain mint varieties, cone flower, butterfly weed, etc.)
- ✓ At #1664, removed ivy, added pollinators (e.g., false indigo, hosta, spirea).
- In progress—at #1666, removed ivy, weeded, and installed liriopse, hosta, heuchera and climbing aster.

Area 6 (the area around Carport #9)

- ✓ Suspected hosta X virus in the soil. **NO HOSTAS** to be planted in this area until next year.
- ✓ Shenandoah removed privet root ball and added new mulch.
- In progress—at #1640: removed ivy groundcover and overgrown privet. Will continue to work on removing vinca around Japanese maple, but for now cut back and gave it a decorative form. Trimmed azaleas and viburnum. Installed pollinators (e.g., clethra, phlox, aster, coneflowers). Looking to install a stone footpath and feature.

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.

Action Item. Greg to reconcile current invoicing from Blade Runners who provided summer/fall tree removal work (original quote for \$13,977).

- Blade Runners has completed tree service in the Cluster for the time being. Next work order will take place in the Spring.
- Greg will be departing from the Cluster Board. Carl to continue Cluster tree maintenance coordination.

5. Board Meeting Minute Approvals

NOTE per Board email: All outstanding meeting minutes—those from **May 3, July 3 and August 7**—will be approved at the **September 11, 2025 Board Meeting**. The Board **did not** meet in the month of June.

Carl moves to approve all outstanding Board Meeting Minutes (May, July and August).

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

OTHER BUSINESS

Change in the Cluster's Board of Directors – Carl

Thank you, **Greg Fortunato**, for the time and energy you provided Coleson Cluster. **Lori Johnson** (owner at #1650) has accepted the Board's invitation to serve in Greg's place, for the remainder of his term (exp March 31, 2027).

Carl moves to appoint Lori Johnson to take Greg's place as a new Coleson Cluster Board Director.

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

2026 Capital Improvement Project – Carl

Carport Restoration Working Group: Greg, Kari, Brent, Carl, and Paul Lang (resident), Lori

- More Bids are needed for restoration work.
- Need a new chair for this Working Group since Greg is leaving.

HVAC Installation Guidelines – Carl

RA has asked Coleson Cluster to submit standards for compressors.

Upcoming Event: Sunday, September 14, 2025 at 10 am. Board will hold a Working Group Meeting to review draft guidelines. Other agenda items: Landscaping, Carport work.

Oktoberfest and Cluster Clean Up – Kari

Saturday, October 4th, 2025. Roaming Stone will be available to sharpen knives. Free dumpster from FFX County, 5-hour. Face painting and food. This year is BYOB! RSVP and bring a side to pass.

#1604 - #1606 (Mike/Susan/James) – Seeing rats in the rear yards on this row. Carl will investigate pest control options.

#1642 (Paul) – Walkway light is out. Jonathan will follow up with Dominion with a work order.

Adjournment

Carl moves to adjourn the **September Board Meeting at 8:03 pm.**

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

2025 Meeting Dates

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

September Board Meeting – Thursday, **September 4** at 7:00 pm on Zoom

October Board Meeting – Thursday, **October 9** at 7:00 pm on Zoom

Cluster Clean-Up & Oktoberfest! – Saturday, October 4th, 2025

November Board Meeting – Thursday, **November 13** at 7:00 pm on Zoom