

September 3, 2026 Coleson Cluster Association (CCA) Board Meeting Minutes

7:00 pm on Zoom

Board Officers in attendance:

Carl Friedrich, President
Lori Johnson, Vice President
Jonathan Miller, Treasurer
Mary Bloom, Secretary

Directors in attendance:

Kari Uman, Director

Board absentees:

Jonah Goobic, Director

Residents in attendance:

Brent Kynaston
Thomas Furlong
Mike Zolandz
Pat/Chuck Kraus

1. Welcome & Call to Order

- Carl Friedrich, President, called the Board Meeting to order at **7:04 pm**.
- Quorum is met with a minimum of three Board Members present.

2. Treasure's Update and Financial Report, Jonathan

Treasurer's Report has been presented and reviewed by the Board. No comments or issues provided.

Cluster financial standings are outlined below:

- Cluster Balance as of 9/3/26: **\$24,183.07**
- **\$68,835.40** Cluster Reserve Fund Balance
- **\$13,471.27** Total August 2026 Expenses

Notable standings: None.

3. Landscape + Grounds Keeping, 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.

- FY27 Landscape Budget: **\$2,500** (Grounds Improvement Line Item of adopted **Budget Report**)

4. Tree Work, Carl

Goal: A continuous Capital Improvement Project to maintain a safe, healthy, and sustainable environment through the ongoing management and enhancement of the Cluster's tree canopy. This volunteer effort focuses on best practices and seasonal evaluations for preservation, maintenance and renewal of trees, and to ensure a long-term canopy succession, while prioritizing services when necessary to protect people, pathways, and property.

- Tree removal and additional pruning is complete for 2026.

Action Item: Mary proposed adding (2) redbuds (Forest Pansy and Hearts-of-Fire) behind #1676 and in front of #1682.

5. Infrastructure + Hardscape Design Management, Kari, Lori, Jonathan

Goal: The Infrastructure and Hardscape Design Management Subcommittee is proactive in planning and executing short- and long-term capital improvement projects that preserve the Cluster's physical assets. The volunteer collective of Coleson Cluster Board Members and residents work together to maintain the Cluster's built environment and design standards, prioritizing safety and functionality, while enhancing property values and aesthetic appeal through practical repairs.

Surface Lot Lighting:

Light poles remain out along Wainwright between #1600 - #1680 and in front of #1604.

Action Items:

- Jonathan to follow up on tickets with Dominion for multiple outages throughout the Cluster.
- 8/17/26 - Mary attended RA's Eco-Friendly House and HOA Seminar, and per RA recommendation, has reached out to Cat for guidance and resources to help resolve the Cluster's continuous lighting issues, difficulties with Dominion Energy, and for a consult on next steps for a potential lighting design and update.

[Eco-Friendly House and HOA Seminar](#) (Virtual)

Monday, August 17, 2026, 6:00 PM-8:00 PM

HVAC Screening Design Standard:

RA DRB approved update, adding a deadline for installing HVAC screening that meets Cluster standards.

Action Item: Kari and Lori to continue flip book audit for updates to all design standards, including fencing, new house colors, and siding.

Step Repair – Carl has secured a small independent mason to repair the step leading down to the lower level, between #1680 and #1684. Exposed electrical conduit is running through step is exposed to the elements.

Carport Roofs – Board to determine schedule for rooftop cleaning. Kari will narrow down a reliable and more affordable candidate for the routine job.

6. Board Meeting Minute Approvals

Carl moves to approve the **August 2026 Board Meeting Minutes**. (No July HOA Meeting)

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

OTHER BUSINESS

Atlantic Union Bank

Jonathan to meet with Carl to reconcile miscommunications with bank on Board Member authorizations.

October 3 – Cluster Cleanup and Oktoberfest

Kari has secured the dumpster with FFX County Public Works (5-hr free dumpster usage). Rolling Stone Knife Sharpening vendor. BYOB and bring a dish to pass!

Adjournment

Carl moves to adjourn the **September Board Meeting** at **8:07 pm**.

Lori Seconds the motion. | **APPROVED** by all Board Members present.

Attestation

These minutes were approved at the **Coleson Cluster Association Board of Directors Meeting** on **October 1, 2026**.

Upcoming Meeting Dates

August Board Meeting – Thursday, **August 6** at 7:00 pm on Zoom

September Board Meeting – Thursday, **September 3** at 7:00 pm on Zoom

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

Fall Cleanup + Oktoberfest! 10/3/26, 9am

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

December Board Meeting Thursday, **December 3** at 7:00 pm on Zoom