

Cluster Meeting Minutes 12-12-2023

Present at the December meeting- Jane LeGros, Keith London, Dilant Patel, Jason Askew, and Anne Smyers

Not present at the December meeting – Jon Rojas and Clayton Lee

- Call the December meeting to order at 7:31 PM.
- Membership Forum:
 - We will add 1562 Scandia and 1510 Park Glen to the arborist list during the spring walk.
- November minutes were approved without changes at 7:37 pm.
- Landscape Report:
 - Ask TWC to contact Dominion Energy to see if they will pick up the leftover debris.
 - Motion to approve the Landscape Report as is at 7:44 PM.
- Budget and Finance report:
 - Recommend transferring \$15,000 to the reserve account.
 - Motion to approve \$15,000 to the reserve account at Capital Bank money market at 7:50 PM.
 - Resident audit. Jole has received the documents, but Sara has not heard any updates.
 - We will vote during the January meeting to change the resident audit bylaws.
 - TWC sent the reserve study company PM+ their six-page questionnaire. The study will start soon.
 - TWC will send the board three landscape company quotes which will include Cardinal. We will vote on the landscape contract during the January meeting.
 - Approve the budget and finance report as is at 8:12 PM.
- Old Business:
 - Lighting on Scandia needs underground wire replacement so it will likely take longer than usual.
 - Jon working with Kim at TWC to schedule a meeting to discuss various items.
- New Business:
 - People dumping at the end of North Shore. Jason will reach out to VDOT using the online form to report the trash dumping.
 - We will ask TWC to send a letter to 1536 Park Glen Court about using a trash can. Keith will reach out to TWC.
- The meeting adjourned at 8:23 PM.
- Upcoming events:
 - January 9th Board of Directors meeting at 7:30 PM on Zoom.
 - January 23rd Landscape Committee meeting 7:30 PM.