

Hunters Green Cluster Association
Minutes of the Board of Directors Meeting

Thursday, March 13, 2003

The meeting was held at the Reston Community Center and was called to order at 7:45 p.m. by the President, Bob Deans. Board members in attendance: Bob Deans, Amy Brown, Bill Holmes, Matt Egan, and Katharine Hunter.

- 1) The meeting was open to comments and concerns from Cluster members; there were none.
- 2) The minutes of the November 11, 2002 meeting were approved as amended.
- 3) The Board members will go on a Cluster walkabout on Saturday, April 26th to identify and inventory projects. They will rendezvous at Bob's house at 10:00AM.
- 4) Bob and Katharine, and whoever else is available, will meet with the Blade Runners representative on Saturday, March 22nd to review the landscaping contract effective for 2003 services and to identify potential landscaping projects.
- 5) The entrance to Hunters green Court has sustained damage done by County snowplowing. There is reported to be some curb damage on IRR. These damages will be surveyed by a Board member.
- 6) The Treasurer's report was accepted as presented.
- 7) The Board went into executive session at 8:30 PM to discuss homeowner arrearages.
- 8) The Board came out of executive session at 8:40 PM. The Board voted to authorize the Treasurer to continue with the collection procedures against two homeowners who are behind in paying their dues.
- 9) A draft of the reserves study prepared by Mason & Mason was reviewed in detail. A representative from the firm will attend the next Board meeting (on May 8, 2003) to present their study and to answer any questions.

It was noted that the study recommends that \$40,000 per year be added to the reserve fund. Presently the Cluster is adding about \$10,000 a year to the fund. It was noted that the study recommends reserves for some items (e.g. tree service and replacement) that the Cluster funds as current operating expenses. The Board will send a letter to Mason & Mason requesting that certain items be explained in greater detail during their presentation.

The meeting was adjourned at 9:55 PM.

Respectfully Submitted:


Robert Deans, Secretary

May 8, 2003
Date Approved