

**CABOTS POINT CLUSTER ASSOCIATION
BOARD OF DIRECTORS' MEETING
February 09, 2016**

A meeting of the CPCA Board was called to order by President John Norton at the home of John Hills on February 9, 2016 at 7:00 PM. Attending were Board Members John Norton, John Hills, Steve Cristofar, and Kate Sherwood.

New Business

- Discussed invoice from Perfect - our snow plow vendor - for \$2,970. Included 9 hours for plowing, and 7 hours for the skid steer as well as salt and sand. John H. agreed hours seemed inline with work done during blizzard. John N. noted recent email thread from Reston Cluster Presidents which saw other Clusters give Perfect Landscaping (our Snow Removal Contractor) good reviews.

Old Business

- Minutes from Board meeting from January 12, 2016 were approved.

Treasurer's Report

- Checking account is in good standing with approximately 44k.
- \$12,800 reserve fund contribution will be made before the end of the FY. Reserve fund is currently \$75k.
- PM Plus has walked the Cluster within the last few weeks, and will be coming on this Thursday to meet with John and Steve. Will determine if reserve fund is adequate. A reserve study is required every every 5 years.
- Discussed Budget calls for grounds and snow removal for the next fiscal year. Kate will have changes for the Annual meeting, snow removal and other budget items will remain the same.
- Reminder that the room for the annual meeting is booked for 3/19 from 10-noon.

Ground Supervisor's Report

- Proposal from Cardinal Landscaping, regarding possible items to be completed this FY with remaining budget:
 - Item #1. \$3,088. Tier 2 Peninsula: 8 Rhododendron, 8 Azalea, and 8 Holley. Because of the cost, Kate suggested moving to next FY. Board agreed.
 - Item #2. \$1,220. Tier 3-4 ,Hillside: 2 Sweetly Magnolia 6-8', 2 Redbud 'Forest Pansy'
 - Item #3. \$1,706. Tier 2-3, Right Hillside: 11 Boxwood 'Winter Gem', 3 Serviceberry, 15 Creeping Phlox
 - Item #4. \$440. Tier 4 Underneath Norway Maple. 55 4" Periwinkle

- Kate asked for approval for #2, #3 and #4 for a total of \$3,366. Board voted and approved.
- Other
 - John N. asked about potential for projects on Tier 2 island, such as Rhododendron. Kate said might look at a cluster of azalea in April / May.
 - Tree maintenance deferred.

Road Sidewalk and Homes

- John made a motion to file an application with DRB to add to existing approved stain (ABR X-100) two additional stains: the CWF Cedar Tone and TWP-1530 Natural Tone. Motioned seconded and approved by the Board.

Open Comments

- Board has received complaints about construction materials behind Tier 2 home. John N. to follow up.
- **Social** - No social events planned.
- **Next Meeting** - Annual Meeting will be next meeting, Scheduled for Saturday, March 19, 2016 10-noon at the RA HQ main office (same location as last year).
- **New Business**: None.

Meeting was adjourned at 8:10 pm.

Minutes Submitted by John Hills