

Minutes - Sunderbriar Cluster Association
Annual Meeting – January 28, 2017

ATTENDEES: Home Owners and Renters:

ADDRESS	LAST NAME	STATUS
11500 SUNDER CT.	SCHILLIG, BILL & PAT	Owner
11502 SUNDER CT	SMITH, BRIAN	Owner
11506 SUNDER CT.	JONES, BRUCE & JUDY	Owner
11510 SUNDER CT.	GRANNIS, LARRY & RENEE	Owner
11512 SUNDER CT.	WARD, JUSTIN	Owner
11516 SUNDER CT.	DANIELSON, JEANNINE	Owner
11518 SUNDER CT.	JOON HUH	Owner
11520 SUNDER CT.	MIXSON, LARRY	Owner
11522 SUNDER CT.	ROLLER, JOHN	Owner
11526 SUNDER CT.	WOLF, DAN & JANICE	Owner
11530 SUNDER CT.	BALBONI, MARY	Owner
11530 SUNDER CT.	WATSON, JOHN	Renter
11532 SUNDER CT.	FUHRMAN-SCHULZ, CHARLENE	Owner
1650 BACHAN CT.	HOTCHKISS, DAN & JO	Renter
1654 BACHAN CT.	MAY, LAUREN	Owner
1658 BACHAN CT.	COMESANAS, OFELIA	Owner
1660 BACHAN CT.	DANENBERGER, BUD & KAREN	Owner

DISCUSSION:

The Sunderbriar Cluster president provided a brief welcome, facilitated a round of introductions for all present, and notified those present that minutes from last year's annual cluster meeting would not be read (due to the secretary's absence), but that those minutes are available on sunderbriar.org

The Sunderbriar Cluster president provided an overview of the major projects accomplished in the cluster in 2016. These included:

- Road resurfacing and concrete work - Well done and on time, on scope, and on budget
- New roofs - Many residents got new roofs in 2016, including several (11) who were able to purchase new roofs for lower rates as negotiated by the Sunderbriar Cluster board. A short discussion was held about the issues to know about when getting a new roof, including issues with old plywood, bathroom vent fans, and a possible reduction in home owner's insurance.
- Stream work - Emergency repairs were made by RA to the Sunderbriar stream as a temporary measure until more permanent stream revitalization can be done by the Northern Virginia Stream Restoration Bank.

The Sunderbriar Cluster president provided an overview of the major contracts in 2016. These included.

- American Disposal - It was mentioned that, as of 1 March, yard debris will only be picked up if in a compostable bag or a container marked 'yard debris' (ie, not plastic bags). A resident (Bruce Jones) mentioned that the speed of the trash vehicles was a problem. A resident (Charlene Furhman-Schultz) mentioned that her recycling is not picked up. It was determined that this was because she did not have or use the recycling bin provided by American Disposal. Many other residents complained that their recycling bins have been damaged by the trash pick up crew and asked the board to intervene.
- Snow removal - It was mentioned that the cluster has a new contract for 2016-2017. Several residents mentioned the benefits of using sand over salt for treating the roads and the options for purchasing barrels to store the sand.
- State-of-the-Art landscape - It was mentioned that the cluster is considering bids from other landscaping companies and will meet with State of the Art early in 2017 to discuss several things, including the condition of the cluster's grass. A resident (Bruce Jones) mentioned using rakes to clear the leaves instead of blowers, but the likely higher costs for this services stopped that discussion.

The Sunderbriar Cluster treasurer provided the treasurer's report, including an overview of the 2016 expenses, the anticipated 2017 expenses and income, and the change to the penalty for being late on a dues payment to the Sunderbriar Cluster. The amended language, as approved by the board, states the following: "...If the assessment is not paid within thirty (30) days after the due date, that assessment shall bear interest from the date of delinquency at the maximum rate permitted by Virginia law AND A LATE FEE OF 10 PERCENT OF THE DUES ASSESSED

SHALL BE OWED. In addition, the corporation may bring an action..." No questions or concerns were raised.

The Sunderbriar Cluster president initiated a discussion on the desire for mandatory payments for those who do not participate in a cluster cleanup. The residents had mixed feelings about the payment and the board decided to take up the topic at a later date. Options for projects for the clean up included planting hazelnut bushes, purchasing and filling barrels for sand, and planting 'monkey grass' or 'lilyturf' in several areas throughout the cluster.

The Sunderbriar Cluster president led the discussion on the election for two posts. One was for the position of vice president, which had been temporarily filled for several months by the previous vice president's spouse, Brian Smith. The cluster voted to have Mr. Smith continue in an official capacity to take on the duties of vice president. The second was for the position of at-large member, which had previously been filled by William Schillig. Joon "John" Huh volunteered for this position, which the cluster approved.

The Sunderbriar Cluster president then opened up the floor for resident issues. Issues discussed included:

- The crack in the new concrete on Bachan Court, which Bill Schillig said he would work to fill with a special polymer that resident Larry Grannis has.
- The old pathway, which was to be repaired by Reston Association in 2016, but which has not been done. Bill Schillig said he would follow up with RA to ensure this happens.
- A drainpipe hanging off of a resident's property that has not been fixed. The cluster president said he would look into this issue personally.
- The painting in the tunnel leading to the elementary school, which had previously been painted by elementary school children, has chipping and peeling paint. The cluster discussed contacting the school.
- Tire marks on the grass at the end of Sunder Court, which have reduced in frequency in recent months. The cluster president said he would keep an eye on this.

Hearing no more issues to discuss, the Sunderbriar Cluster president adjourned the meeting.

A short Board of Directors meeting was held after the annual meeting for the purpose of electing cluster officers. Brian Smith is the Vice President, Joon Huh is the Member at Large. The other positions remained unchanged, i.e., Pres. Bud Danenberger, Treas. Justin Ward, and Sec. Robert Cralle.

Minutes - Sunderbriar Cluster Board Meeting

June 8th 2017

Attendees:

Bud Danenberger (president)
Brian Smith (vice president)
Justin Ward (treasurer)
John Huh (at large)
Larry Grannis (president emeritus)

Discussions:

- Bud kicked off the meeting at 7:39 PM by introducing the first item on the agenda (early opening of the treasurer position)
- The current treasurer (Justin) announced that he will be leaving the position a few months earlier than expected due to a new time requirement (academics). The group then discussed the role and responsibilities of the treasurer. Justin noted that most things are automated, greatly reducing the time to execute the responsibilities. Bud asked for volunteers and Brian said he would perform as acting until a new treasurer is elected in January. John said he could serve as a backup. The board agreed to this and Brian and John and Justin will all meet soon to transfer knowledge before the beginning of the next quarter (July 1).
- The board then discussed a notification Bud received from RA requesting that the cluster approve language to be appended to the cluster's deed with the state that would allow RA's vehicles to have permanent and unrestricted access to the Blue Trail. The group was universally opposed to granting in perpetuity this access right, particularly through such formal means, and multiple suggestions were discussed to limit the allowance, such as to renegotiate the allowance on a three- or five-year basis. The board agreed to propose to amend the language to state that 'either party may terminate for cause.' Bud agreed to propose this.
- Bud then brought up four proposals acquired by cluster resident Dan Wolfe for landscaping work between his property and Charles Peters's property to alleviate erosion caused by water. The proposals ranged from \$3,000-\$9,000, with none of the proposals having sketches. The board then discussed other, higher priority and imminent expenses that could affect decision making, including the cost of upcoming tree work. The board agreed to have Bud contact the company Thrive for an estimate of tree-related costs while Dan followed up with the landscaping vendors for fuller proposals (including sketches).
- The board then discusses a recent water leak behind a Bachan Court residence discovered by cluster resident Joe Fromal. The leak was from a municipal water supply pipe that was damaged prior to entering a home but for which the repair costs were the responsibility of the home owner. The owner (and cluster resident) Ann Marie Twohie paid for the leak to be repaired. Larry Grannis mentioned that Dominion Electric offers insurance for this type of damage for a very reasonable price.
- Having no more items on the agenda, the meeting was adjourned at 8:40

16 Aug 2017 Cluster BoD Minutes

Attendees:

Bud Danenberger
Justin Ward (telecon)
Joon Huh
Brian Smith
Larry Grannis

Discussions:

1. The meeting was called to order at 7:30 p.m.
2. Justin and Bud summarized the 8/15/17 RA DRB meeting. The DRB extended the approval of the Lake Anne West streambed renovation with the condition that RA and Wetland Solutions will walk through the site with representatives from the affected clusters and identify any changes in the project. RA contacted Bud and would like to conduct the walk through next week. Bud and Larry will participate. Joe Fromal and Bill Schillig will also be invited. The work on the streambed should begin this fall.
3. Brian advised that he would be moving this month and would not be able to continue as Treasurer. He has agreed to remain on the Board until the next election.
4. Joon Huh agreed to assume the Treasurer position. Brian and Justin will assist to ensure a smooth transition.
5. Two residents are delinquent in paying their 3rd quarter dues. Larry and Justin will follow up.
6. Joon commented on the uneven condition of the Waterford walkway that connects with our sidewalk. Bud will mention this to their Board.
7. There may be a need to vacate some parking spots before Thrive removes/prunes cluster trees. Bud will verify that the work will be conducted on 8/22 as planned and coordinate any parking notices with Bill Schillig.
8. The meeting was adjourned at 8:25 p.m.