

Halstead Glen Cluster
Annual Meeting Minutes
February 23, 2021 7pm via zoom

Call to order- Quorum was established with the following addresses represented in the zoom meeting or by proxy:

11433 Heritage Oak Court
1350 Heritage Oak Way
1399 Heritage Oak Way
11411 Heritage oak Court
1362 Heritage Oak Way
1383 Heritage Oak Way
1384 Heritage Oak Way
1377 Heritage Oak Way
11429 Heritage Oak Court
1351 Heritage Oak Way
11431 Heritage Oak Way
1380 Heritage Oak Way
1375 Heritage Oak Way
1385 Heritage Oak Court
11403 Heritage Oak Court

Motion was made to approve prior meeting minutes, motion passed unanimously

Old Business

1. The owners were provided a status update on the flipbook and cluster updates that Lisa and Samantha are currently working with Reston Association on.
2. Lisa provided an update on the changes made to the website and asked for feedback and suggestions for how to improve the information
3. Liz provided a community update and summarized some of the efforts made this year including sending out a newsletter.

New Business

1. Landscaping
 - a. Common area landscaping between 1370 & 1372 HOW was discussed. The large wood chip mounds will be smoothed out, soil and seed added in the spring. Justin and Scott volunteered for this project.
 - b. Trees in the entrance island were also discussed as they are declining and may need to be removed/replaced.
 - c. The annual winter tree trimming will be performed. The board will review quotes in the regular meeting immediately after the annual.

Treasurers Report

- a. Liz reviewed the 2021 Budget
- b. The reserve study was reviewed, a new study is due in 2022

Committees

- a. Covenants Committee: A spring inspection will be performed of all homes in the community on April 17th, owners will be sent a letter and given a reasonable amount of time to correct any maintenance or other items that need attention.

- b. Drainage Committee: There are areas of the community with water/drainage issues that require a closer look. Appointments have been set up with a contractor to further evaluate.

Election of Board

There were two director positions available for election. Justin Cipriano is stepping down with one year remaining on his term and Scott Laubinger's 3-year term is up. There were no volunteers from the floor.

Homeowner Open Forum

Homeowners provided feedback and discussion on various topics including landscaping, trees and snow removal.

Adjournment

Meeting adjourned at 8:15