



LINKS POND CLUSTER ASSOCIATION
POST OFFICE BOX 2104
RESTON, VIRGINIA 20195

**Links Pond Cluster Association
Minutes of July 5, 2016 Board Meeting**

In attendance:

Board Members: Frank Cordek, Mark Schoepfle, and Donna Pieper

Landscape

Mark will have an arborist inspect and provide a report for the tree behind 11722 Putting Green Court.

The board will inspect the entrance to the cluster and work on the seeding and plantings for the area.

Mark will send requests for proposals to four or five companies regarding the removal of the tulip poplar behind Building 4, as well as additional tree work throughout the cluster.

Miscellaneous

In preparation for the Annual Meeting, the board members present reviewed and made edits to the draft Semi-Annual Meeting minutes.

The July board meeting will take place on July 25.

The neighborhood phone list will be sent to all homeowners and residents with the next newsletter and include a request for updates for the resident listings.

Frank will work with Dan Caro to update the cluster's website.

The board members present discussed sending a reminder letter to homeowners when their dues payment was not received by the deadline for payment.