



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

Links Pond Cluster Association
Minutes of November 19, 2018 Board Meeting

In Attendance: Mike Mellin, Mark Schoepfle, Donna Pieper, Lyn McPherson

- **Financials:**

- Income, expenditures, checking balance, reserve balance reported
- Lyn to have read only access to bank account
- Several residents are behind in dues – Donna to follow up with 2, Mark with 1
- Lyn's expenses incurred – receipts given to Donna
- Check written for Blade Runners \$1,987.50 for tree pruning and stump removal

Action Item: Get bank signatures on file **for:** Donna, Mike, Lyn **Target date:** 11/22

- **Special Projects Report:**

- Cement work - payment pending repair of damages incurred during cement work, including cementing water access valves - Mike
- Raised water shut-off valves in front of 11722 PGC - tripping hazard
- Scanning of Link's Pond documents is underway - Lyn
- Asphalt paving funds and target date - Spring 2019
- Donna called Dominion Power re light out at 2189 GKC
- Landscaping contract from Blade Runners – discussed signing for 1 year and getting additional bids from 3–4 additional companies in 2019; board will review contract for any changes and sign prior to December 31

Action Item: Contact Fairfax Water to lower shut-off valves **for:** Lyn **Target date:** 11/22

- **Landscaping Report:**

- Stump removal has been completed

Action Item: Contact Blade Runners with request to provide notice when work is planned to ensure timing is appropriate for the season **for:** Mark **Target date:** 12/1

- **Other**

- Trash behind GKC residence – removed after construction finished
- Trash being put out early – recommend board members talk with residents as noticed
- Assign responsibility to keep website current – Dan Caro
- Follow up with Dan Caro regarding website updates - Donna
- Dues letter to be mailed early December – Lyn and Donna