



LINKS POND CLUSTER ASSOCIATION  
POST OFFICE BOX 2104  
RESTON, VIRGINIA 20195  
[www.linkspond.com](http://www.linkspond.com)

## Links Pond Cluster Association Semi-Annual Non-Meeting Notes March 14, 2019

**Attendance:** Mike Mellin, Vince Mayer, Mark Schoepfle, Lyn McPherson

Only 9 Household attended, so there was no quorum, so no meeting could be held. The following are notes from this gathering.

**Board Elections:** Since there was no quorum, ballots for the 3 open positions will be mailed to the cluster.

**Approval of 2018 Minutes:** Minutes could not be approved, since there was not a quorum.

**Financial:** The Check Detail, Income Statement, Balance Sheet, Reserve Balance, Reserve Projection were distributed.

Expenditures:	\$31,472.60 (2/28/19)
Checking Balance:	\$29,160.95 (2/28/19)
Reserves Balance:	\$88,427.31 (2/28/19)
Reserve Projection:	\$228,192.00 needed by 2040;
Annual Contribution needed to meet reserve costs:	\$11,410

Going forward, one fourth of the annual contribution to reserve funds will be made at the end of the end of each quarter.

Terry Anderson indicated since Landscape/Operating budget comprises approximately 24% of the budget it should be broken down into more fine grain categories, for example tree maintenance, planting, sign, watering, etc. to enable better understanding of where the budget is spent. She was uncomfortable with a contingency budget category and suggested instead if expenses exceed their budgeted amount, that be shown on the budget for better future planning. This is in line with accepted accounting practices.

### **Landscape:**

20 + Northern white pines have been removed and deciduous trees planted in their place. Jim O'Neill asked if there is a plan to reseed grass. He further indicated that trees in the median need to be trimmed.

Terry Anderson indicated there is some erosion behind building 2; an area that should be left natural



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The replacement of the Links Pond sign project is on hold for the moment. Terry Anderson suggested bushes be removed from near the Links Pond sign to forestall water collection there and rotting the wooden pillars supporting the sign.

**Miscellaneous:**

Asphalt paving will be done in the fall, and is estimated to cost between \$78,000 to \$103,000. Request for proposals for asphalt replacement will be generated with a target of having firm prices by the Annual meeting in July.

The trash contract is for 2 years. Marilyn O'Neill recommended recycling pickup be increased 2 times per week, and trash pickup decreased to one time per week. An additional pickup would cost \$13,668.