



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

**Links Pond Cluster Association (LPCA)  
Board Meeting  
February 21, 2021 7:00 PM**

In Attendance: Four board members were present to conduct business: Lyn McPherson, Mark Schoepfle, Vince Mayer, Jane Derrick

Absent was Mike Mellin

Also in attendance was Michelle Rouhi from Reston Association

Agenda:

- Financials
  - ⊖ Financials in good shape
  - \$29,104.51 in checking and \$28,331.64 in the reserve funds
  
- Special Projects
  - Change of location of parking reserved spot for 2187 GKC
    - Approved: Relocate the reserved spot for 2187 GKC to the diagonal corner (towards Building 9)
    - Decision: Spots will be repainted with “reserved” in the coming months
  - Parking Decal Database and parking issues update
    - Decision: Review procedure at an upcoming meeting and decide on a Board Owner for this project
  - Engineering Study - Mason & Mason requested and received basic financial information
    - Lyn provided the requested basic financials have been provided to Mason & Mason
    - Decision: Assessment is scheduled for a May 2022 completion.
  - Entrance sign
    - Mark provided examples and DRB standards to 3 companies for sketches and quotes. Will ensure the process of sign selection and installation is carefully completed. Sign will stay on the same side, might be larger and possibly be pivoted for better viewing towards Colts Neck Road.
    - Decision: Will review any updates at May Board meeting.
  - Revised Bylaws, Covenants and Resolutions
    - Decision: Begin review at April Board meeting; ensure all documents and language are aligned. Board Members agreed to read and comment on proposed consolidated covenants and Bylaws document in preparation for the April meeting discussion. Request legal review as needed – add to 2022-2023 budget.
  
- Landscape
  - Downed tree behind 2187 GKC
    - Decision: Cut back the branch and trim the tree as needed.

- Decision: Have the Blade Runners Arborist conduct an assessment of the tree (alive or dead) and if dead, provide an Arborist statement to the Board to provide to Michelle Rouhi from Reston Association. Once RA approves, the tree can be removed.
  - Re-seeding of common areas
    - Decision / Approved: Complete work to reseed the area in front of 2177 and between Buildings 1 and 2.
    - Decision: Allocate funds from the Contingency to Landscaping for this work.
- Other
  - March 23 Semi-Annual meeting
    - Decision: Send out Annual meeting details with April Dues Reminder
  - New signs from Henry's Towing
    - Decision: Vince to reach out again for new signs
  - Architectural shingle use and colors for composite decks
    - Approved: RA DRB approved the application to add Architectural shingles and approved colors as well as composite deck colors.
    - Decision: RA (Michelle Rouhi) will update the Links Pond flipbook found online at our website and provide a pdf copy to the Board once complete.
  - Links Pond Officers
    - Decision: Secretary will confirm the Board Members after each election to RA
    - Decision: Treasurer will update the Virginia State Corporation Commission with any updates. RA also has a form to be completed when changes arise.
  - Electric Vehicle charging at 2175
    - Decision: Mike to provide Vehicle Charing Policy to homeowner