

**Meeting Minutes for  
Meeting 76 (Q1, 2022)**

Meeting Date: **March 21, 2022**  
Meeting Time: **6:30pm**

	Name	E-mail Address	Phone
*	<b>JH</b> – John Huang	<a href="mailto:jch22030@gmail.com">jch22030@gmail.com</a>	
*	<b>MP</b> – Marc Price	<a href="mailto:marcsprice@yahoo.com">marcsprice@yahoo.com</a>	
*	<b>SK</b> – Shree Kandel	<a href="mailto:skandel7@gmail.com">skandel7@gmail.com</a>	
*	<b>SM</b> – Sunil Monga	<a href="mailto:Sunil@infogateway.com">Sunil@infogateway.com</a>	
*	<b>TR</b> – Tom Roth-Roffy	<a href="mailto:Trothroffy@gmail.com">Trothroffy@gmail.com</a>	

**Resolved Action Items:**

Responsibility	Discussion #	Description	Issued	Done
<b>MP</b>	1.1	Provide copy of 2021 Taxes for Estates at Fairfax to new Secretary  CLOSED: Marc provided a copy to Shree.	<b>10/18/21</b>	<b>3/7/22</b>

**Open Action Items:**

<b>Responsibility</b>	<b>Discussion #</b>	<b>Description</b>	<b>Issued</b>	<b>Due</b>
<b>ALL</b>	2.1	<p>Revisit discussions on community sign. We are financially able to move forward with this initiative if desired as a one year or two year budget plan with existing funding.</p> <p>UPDATE: <b>On hold.</b> Plans for a community sign have been put on hold until there is further clarity with updates to Route 29 and the impact on common ground and sound proofing.</p>	<b>6/7/21</b>	<b>12/31/22</b>
<b>SM, SK</b>	2.2	<p>Sunil to provide all Estates at Fairfax recorded documents to the new Secretary.</p> <p>UPDATE: Suni and Shree to send a note to the Board when all files have been transferred.</p>	<b>10/18/21</b>	<b>3/21/22</b>
<b>TR, ALL</b>	2.3	<p>The HOA Board has previously adopted virtual meetings and disclosed this policy. SFMC has advised the Board to draft and adopt formal language.</p> <p>UPDATE: The Board reviewed and approved the resolution, removing some clauses that are not relevant to our situation. Tom will provide the updated document to SFMC for them to circulate for electronic signature by the HOA Board members.</p>	<b>3/21/22</b>	<b>3/21/22</b>

**New Agenda Items:**

<b>Responsibility</b>	<b>Discussion #</b>	<b>Description</b>	<b>Issued</b>	<b>Due</b>
TR	3.1	Tom reviewed the current financial status of HOA/community. UPDATE: The financial status of the community remains on budget.	3/21/22	3/21/22
MP, ALL	3.2	Discuss Spring clean-up and ARB review. UPDATE: Marc will ask the ARB to perform an annual neighborhood walkthrough.	3/21/22	Q2/22
ALL	3.3	Discuss planning for Annual homeowners meeting UPDATE: the format of our 2021 annual meeting was well received, and the Board agreed to plan for a similar virtual meeting, inclusive of SFMC, for September 2022.	3/21/22	Q3/22
ALL	3.4	Issues / Questions / Walk-ons UPDATE: None.	3/21/22	3/21/22