

**Meeting Minutes for
Meeting 85 (Q4, 2023)**

Meeting Date: **November 20, 2023**
Meeting Time: **6:30pm**

	Name	E-mail Address	Phone
*	JH – John Huang	jch22030@gmail.com	
*	MP – Marc Price	marcsprice@yahoo.com	
*	SK – Shree Kandel	skandel7@outlook.com	
*	SM – Sunil Monga	Sunil@infogateway.com	
*	TR – Tom Roth-Roffy	Trothroffy@gmail.com	

Resolved Action Items:

Responsibility	Discussion #	Description	Issued	Done
N/A	1.1	None	11/20/23	11/20/23

Open Action Items:

Responsibility	Discussion #	Description	Issued	Due
ALL	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: On hold. 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 wall.</p>	6/7/21	12/31/24
SK	2.2	<p>Sign with addresses of the pipestem homes has been damaged and will need to be replaced. The sign pole must be fixed; SK to investigate contractors who can perform the work and will inform the HOA Board if a cost is involved for repairs.</p> <p>UPDATE: In progress. SFMC has identified a contractor to perform the work.</p> <p>UPDATE 11/20/23: SK will verify when the sign is reinstalled. Expect this in 5-7 days.</p>	7/31/23	9/30/23
ALL	2.3	<p>Fairfax County plans for Route 29 widening impact our common property. The county has provided a proposal. Blankingship & Keith is representing the community in this matter, with a resolution expected next year (2024).</p> <p>UPDATE: In progress. A new proposal from Fairfax County has been received.</p> <p>UPDATE 11/20/23: All members agreed to sign Attorney's revised contract terms.</p>	8/29/23	12/31/24

New Agenda Items:

Responsibility	Discussion #	Description	Issued	Due
TR	3.1	Update on current financial status. CLOSED: all agreed on the current financial status.	11/20/23	11/20/23
ALL	3.2	Discuss and agree on the community budget for 2024. UPDATE: Tom will ask Leslie to update the revised budget proposal and the board will approve any changes via email.	11/20/23	11/20/23
ALL	3.3	Issues / Questions / Walk-ons CLOSED: Pipestem parking restrictions have been maintained, residents are only parking at the end of the Pipestem and not blocking the narrow street.	11/20/23	11/20/23
JH	3.4	Future Expense Updates: Landscape Appraisal Request: John will contact Blankingship & Keith to initiate the request-for-proposal process for landscape appraisal services. Notification to SFMC: John will inform Leslie that all future HOA expenses exceeding \$100 require explicit written approval from the Estates at Fairfax HOA Board before engaging any professional or maintenance services.	11/20/23	12/20/23