

**Agenda for
Meeting 63 (Q4, 2018)**

Meeting Date: **November 19, 2018**
Meeting Time: **6:30pm**

| Name | | E-mail Address | Phone |
|------|----------------------------|--|-------|
| * | JH – John Huang | chuang2@cox.net | |
| * | MP – Marc Price | Marcsprice@yahoo.com | |
| * | SM – Sunil Monga | Sunil@infogateway.com | |
| * | TR – Tom Roth-Roffy | Trothroffy@gmail.com | |
| | | | |

Resolved Action Items:

| Responsibility | Discussion # | Description | Issued | Done |
|----------------|--------------|---|-----------------|-----------------|
| | | | | |
| ALL | 1.1 | Held annual community block party and Q3 meeting. | 10/27/18 | 10/27/18 |
| | | | | |

Open Action Items:

| Responsibility | Discussion # | Description | Issued | Due |
|-----------------------|---------------------|--------------------|---------------|------------|
| N/A | 2.1 | N/A | N/A | N/A |
| | | | | |

New Agenda Items:

| Responsibility | Discussion # | Description | Issued | Due |
|-----------------------|---------------------|--|-----------------|-----------------|
| | | Elections for Officer positions | | |
| ALL | 3.1 | Update 11/19/18 – Our board remains the same as the board of last year. Marc Price – President, John Huang – Vice President, Tom Roth-Roffy – Treasurer, Sunil Monga – Secretary. | 11/19/18 | 11/19/18 |
| ALL | 3.2 | Update on widening of Lee Highway / Route 29 Update 11/19/18 – Our board discussed the impact of widening of Rte 29. | 11/19/18 | 11/19/18 |
| ALL | 3.3 | Update on Reserve study Update 11/19/18 – Tom and John met Stephen Breski to discuss Reserve study. He will do study of Bus Stop, Pipestem Road, Fence and landscaping reserves. Our HOA sets aside \$400/yr for Replacement reserve and \$700/yr for Pipestem reserve. The reserve study is needed every 5 years as part of County requirement. The board will make decision once we get more clarity on whether the fence is in part of the common area or not. | 11/19/18 | 11/19/18 |
| ALL | 3.4 | Review and finalize 2019 financial budget Update 11/19/18 – Tom proposed the budget. As of this year, we have \$11,200 in Operating reserve and \$14,500 in replacement reserve. The board will evaluate moving a part of Operating reserve to Replacement reserve. The board believes that the Replacement reserve of pipestem may be lower so we will not increase the quarterly dues of pipestem this year. There might be a small increase in general dues this year. | 11/19/18 | 11/19/18 |
| ALL | 3.5 | Issues / Questions / Walk-ons Update 11/19/18 – There was no other walk-ons. | 11/19/18 | 11/19/18 |
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