

**Minutes for
Meeting 59 (Q4, 2017)**

Meeting Date: **November 20, 2017**
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	Landscaping work to prune the trees on the front parcel was approved and AL&L was notified.	9/16/17	10/2/17

Open Action Items:

Responsibility	Discussion #	Description	Issued	Due
ALL	2.1	No open actions items from the last meeting.	N/A	N/A

New Agenda Items:

Responsibility	Discussion #	Description	Issued	Due
ALL	3.1	<p>Review and approve 2018 budget.</p> <p>11/20/17 – Tom reviewed the budget for 2018. After discussion, the Board approved the budget as follows:</p> <ul style="list-style-type: none">• Maintain the assessment fees at last year's (2017) level - \$211 for general, and \$267 for pipestem• Increase legal fee expense item from \$400 to \$600.• Decrease operating reserve contribution from \$2,021 to \$1,478 <p>These changes will maintain a \$0 Surplus/Deficit.</p>	11/20/17	11/20/17
ALL	3.2	<p>Review current financial status and take action on required lien.</p> <p>11/20/17 – Tom will talk to Kathy of SFMC to start the lien on 12879 Knight Arch Road.</p>	11/20/17	11/20/17
ALL	3.3	<p>Schedule next board of directors meeting for Q1 2017.</p> <p>March 12, 2018 proposed for next meeting.</p> <p>11/20/17 – Board agreed to have the next meeting on March 12, 2018.</p>	11/20/17	11/20/17
ALL	3.4	<p>Walk-ons</p> <p>11/20/17 – There was no other walk-ons.</p>	11/20/17	11/20/17