

**Minutes for
Meeting 55 (Q4, 2016)**

<p>Meeting Date: November 14, 2016 Meeting Time: 6:30pm</p>

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

Resolved Action Items:

Responsibility	Discussion #	Description	Issued	Done
JH	1.1	<p>Neighborhood Watch update.</p> <p><i>Update 11/14/16 – This action item is closed, as per our annual meeting, and can be reopened if there is sufficient interest by someone to be a coordinator for the neighborhood.</i></p> <p><i>Update 11/14/2016 – The board has closed the issue</i></p>	4/15/13	8/28/16

Open Action Items:

Responsibility	Discussion #	Description	Issued	Due
ALL	2.1	No open actions items from the last meeting.	11/14/16	11/14/16

New Agenda Items:

Responsibility	Discussion #	Description	Issued	Due
ALL	3.1	<p>Hold elections for officer positions..</p> <p>Update 11/14/16 Marc Price was re-elected unanimously as President. John Huang was elected unanimously as Vice President. Tom Roth-Roffy was re-elected unanimously as Treasurer. Sunil Monga was re-elected unanimously as Secretary.</p>	11/14/16	11/14/16
ALL	3.2	<p>Review proposed budget plan for 2017 and agree how to address the shortfall for snow removal costs for pipestem homes.</p> <p>The board of directors met on Monday, November 14, 2016, to consider the Estates at Fairfax HOA budget for FY 2017. We agreed with the numbers presented in the proposed budget by SFMC, with the following exception:</p> <p>- Increase pipestem snow removal to \$2000 to improve the forecast based on recent historical years of snow in the pipestem. This will result in a \$25/quarter pipestem assessment increase from \$342 to \$367.</p> <p>All other proposed budget line items are to remain unchanged.</p> <p>Further, the board approved auditor's recommendation contained in the 2014-2015 Audit Report (Management Letter dated Sep 22, 2016, page 2 of 3) regarding treatment of the deficit in the unappropriated member's equity account. We, therefore, approve and direct the transfer of \$8,588 from the operating reserve to offset the deficit in the unappropriated members equity account.</p> <p>Finally, we considered treatment of the historical deficit in the pipestem snow removal budget for FY 2014 (\$1135) and FY 2015 (\$830). We agreed to direct SFMC to partially recover this deficit by transferring the entire balance (\$610 at end of FY 2016) in the operating reserve pipestem to the operating reserve.</p>	11/14/16	11/14/16
ALL	3.3	<p>Schedule next board of directors meeting for Q1 2016.</p> <p>Update 11/14/16 - March 6, 2017 proposed for next meeting.</p>	11/14/16	11/14/16
ALL	3.4	Walkons		