



Hall Associates
Commercial REALTORS since 1975

Colonial Green Homeowners Association

HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
112 Kirk Avenue SW - Roanoke Virginia 24011

Chrissy Greene/Vice President of Association Management – cgreene@hallassociatesinc.com

MINUTES - BOARD OF TRUSTEES MEETING

November 30, 2023

Pending Review/Approval at Next Board Meeting

Trustees Present:	Allison Ratcliffe Wynne Phillips	President/Trustee Vice President/Trustee
Board Members Present:	Corey Judd Neil Damgaard	Secretary Treasurer
Others Present:	Chrissy Greene	Association Manager
Trustees Absent:	None	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with all four board members in attendance. Also present was Managing Agent Chrissy Greene. The meeting was called to order at the South County Library at 11:32 AM.

II. BUSINESS

- o **Minutes – 08/11/23** – a motion was made (Judd) and seconded (Ratcliffe) to approve the minutes. Motion passed unanimously.
- o **Financials – through 10/23** – a motion was made (Damgaard) and seconded (Judd) to accept the financials through October. Motion passed unanimously. A motion was made (Judd) and seconded (Phillips) to do a one-time transfer of \$10,000 from the Operating Account for Crescent Homes to the Operating Reserve Account of Crescent Homes.

The account balances through 10/31/23 were: TBD

Operating Account	\$ 71,693.47
Operating Reserve Account	\$ 44,558.91
Capital Reserve Account	<u>\$166,069.81</u>
Total Combined Assets	\$282,322.19

- o **Landscape and Snow Removal Contract** – after review of the bids that were received, a motion was made (Ratcliffe) and seconded (Phillips) to approve the landscaping and snow removal contracts with CLC. Motion passed unanimously.
- o **Budget Planning** – the budget was reviewed. A motion was made (Damgaard) and seconded (Ratcliffe) to approve the 2024 budget as presented. Motion passed unanimously.

III. OWNERS FORUM

There were no owners present.

IV. EXECUTIVE SESSION

No Executive Session was necessary.

V. DATE, TIME & LOCATION OF NEXT MEETING

Time, date and location will be announced. As a reminder, please also check the website for meeting notices – www.colonialgreenhoa.com

VI. ADJOURNMENT

The meeting was adjourned at 12:00 PM.