



**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**

May 10, 2021  
Held via Zoom

#### **Pending Review/Approval at Next Board Meeting**

Trustees Present:	Joyce Graham	Developer/Trustee
Board Members Present:	Steve Cronemeyer	President
	Neil Damgaard	Treasurer
Others Present:	Chrissy Greene	Association Manager
Trustees Absent:	Meredith Jones	Trustee

#### **I. DETERMINE QUORUM AND CALL TO ORDER**

A quorum was met with three out of four board members in attendance. Also present was Managing Agent Chrissy Greene. The meeting was called to order at 10:05 AM virtually via Zoom.

#### **II. OWNERS FORUM**

There were no owners present.

#### **III. BUSINESS**

- **Minutes 02/03/21** – a motion was made (Damgaard) and seconded (Cronemeyer) to waive the reading of the minutes and accept them as written. Motion passed unanimously.
- **Financials** – prior to interest being posted to Capital Reserves, the account balances through 04/30/21 were:

Operating Account	\$ 42,104.21
Operating Reserve Account	\$ 13,800.49
Capital Reserve Account	<u>\$147,019.51</u>
Total Combined Assets	\$202,924.21

A motion was made (Cronemeyer) and seconded (Damgaard) to approve the financials through 04/30/21. Motion passed unanimously. It was noted that there are four new units that are close to completion and the association will begin collecting dues at that point.

- **Issues of Concern:**

- **Development Update** – Trustee Graham reported that the remaining ground owned by the developer is under contract and it is anticipated to close by the end of May. R. Fralin Homes will assume the Developer rights with the purchase of these parcels. The vacant lots between the Townhomes and the commercial building is zoned for additional Townhomes. Trustee Jones joined the meeting and thanked everyone for allowing her to be part of the development and community. The Board and management expressed their heartfelt appreciation for Joyce Graham and Meredith Jones for their hard work, dedication and commitment to the success of the community.
- **New Resident Information** – a draft was prepared of an overview of some of the key rules, regulations and responsibilities to be provided to new owners with the welcome letter. President Cronemeyer will review, update and send to the Board for review.
- **Trees** – a motion was made (Cronemeyer) and seconded (Damgaard) for pest management services and tree trimming along the alley behind the Rowhouses on Greenway. Motion passed unanimously. Management will ask Bartlett to give a bid on pruning back the trees on Greenway. The trees along Colonial Green Drive will need to be done again next year, more than likely.
- **Alley Behind Rowhouses** – there are some pipes/conduit exposed along this alley. There is also an area at the top of Plum Alley where there is broken up asphalt. Management will contact Asphalt Aesthetics.
- **Pet Waste** – signage was discussed that could be posted wherever it appears to be a significant issue. The Board would like to get bids on the sandwich board style sign and the foam board sign.
- **Speeding** – Trustee Graham will contact the Traffic Engineer for the City of Roanoke to inquire about the status of a flashing sign that monitors speed as you come down Colonial Green Circle. Dwayne Nelms with the Traffic Department is the contact Trustee Graham has been working with on this project.

#### **IV. EXECUTIVE SESSION**

No Executive Session was needed.

#### **V. DATE, TIME & LOCATION OF NEXT MEETING**

The next meeting will be determined by the new Board. As a reminder, please also check the website for meeting notices – [www.colonialgreenhoa.com](http://www.colonialgreenhoa.com)

#### **VI. ADJOURNMENT**

The meeting was adjourned at 11:00 AM.