



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

August 11, 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 Anilla Del Fabbro Al and Adrienne Johnston Kristin Judd Michael Lee Justin McShane Bruce and Katherine Ward Shonda Wells	Association Manager Owner Owners Owner Owner Owner Owners Owner
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 via Zoom at 10:05 AM.

II. BUSINESS

- o **Restate for record the acceptance of Steve Cronemeyer's resignation and appointment of Corey Judd to the Board of Directors** – a motion was made (Damgaard) and seconded (Phillips) to accept the resignation of Steve Cronemeyer on the sale of his home and appointment of Corey Judd to the Board of Directors. Motion passed unanimously.
- o **Restate for record the re-appointment of officers (Allison Ratcliffe as President)** – a motion was made (Damgaard) and seconded (Ratcliffe) to restate for record the appointment of Allison Ratcliffe as President, Wynn Phillips as Vice President, Neil Damgaard as Treasurer and Corey Judd as Secretary. Motion passed unanimously.
- o **Minutes – 01/20/23** – a motion was made (Phillips) and seconded (Damgaard) to approve the minutes. Motion passed unanimously.

- o **Financials – through 06/23** – a motion was made (Phillips) and seconded (Ratcliffe) to accept the financials through June. Motion passed unanimously.

The account balances through 06/30/23 were: TBD

Operating Account	\$ 75,202.91
Operating Reserve Account	\$ 40,373.81
Capital Reserve Account	<u>\$156,711.83</u>
Total Combined Assets	\$272,288.55

- o **Developer Update on Construction Plans** – Vice President Phillips said that she wants to provide the community with accurate information, changes a lot based on a lot of factors, what is currently planned for approximately 30-60 days – continuing to grade and the beginning of installation of utilities, which typically starts with stormwater first. No idea which homes they’ll do first. Will likely be attached townhomes – won’t know if they are townhomes or rowhouses or crescent homes. They have to develop the community based on the latest approved master plan. It is not at their discretion to change the overall plan. Development process takes a year to 18 months, depending on materials and weather delays. Once they get it cleared and utilities in place, they’ll decide what gets built at that time. To her knowledge, they do not plan to move into the other phase of development at this time, where the next set of Townhomes would be located (between the existing Townhomes and the commercial building). Greenway and Crescent will connect in the newly developed area. A question was posed as to whether or not streetlights will be included in the development. Vice President Phillips estimates 2-3 years for full build-out. This would be contingent on the market, material availability, weather, etc...
- o **Initial Budget Planning** – management is in the process of reviewing contract rates, reserve contributions and anticipated increases and will submit a budget draft to the Board for their review as soon as it is available.
- o **Social Committee** – there is a social event scheduled for September 30th at 4 PM at the pergola. This is open to the entire community.

III. OWNERS FORUM

Bruce Ward asked if the Annual Meeting would be held in September. After discussion, it was determined the Annual Meeting will be held after the budget is adopted, instead of September, because the meeting will be more effective if the budget is available for discussion at that time.

Corey Judd asked if the undeveloped field could be mowed on a routine basis instead of having to register complaints before it is addressed.

Mike Lee asked if an engineer has addressed the slope down from the water towers. Vice President Phillips responded that this will be evaluated as part of the development process.

IV. EXECUTIVE SESSION

No Executive Session was necessary.

V. DATE, TIME & LOCATION OF NEXT MEETING

This is to be determined once the budget draft is complete and ready to be reviewed by the Board. 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 10:53 AM.