



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, 2020

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

- **Budget** – the 2021 proposed budget draft was reviewed in detail, line item by line item within each of the neighborhoods. Adjustments were made as needed to adequately cover all anticipated expenses, including gutter cleaning, funding for common area tree and shrub maintenance, capital and operating reserve funding, etc... After significant discussion and rate reviews, a motion was made (Cronemeyer) and seconded (Graham) to approve the 2021 budget as amended. Motion passed unanimously.
- **Request** - the Board considered a request from Progress Street Builders to make temporary construction parking available on Colonial Green Circle in front of the new cottage home construction site. After discussion, the Board voted unanimously to designate the portion of Colonial Green Circle in front of the new cottage home construction site at 3602 Colonial Green Circle for "Temporary Construction Parking Only" until construction is completed and a mailbox is erected.

IV. DATE, TIME & LOCATION OF NEXT MEETING

The next meeting will be the Annual Meeting, which is scheduled for Tuesday September 8th at 6 PM via Zoom. **All proxies must be received in advance of the meeting.** Notices will be sent in

accordance with the governing documents. A copy of the budget will be included with the notices. Please contact management if you plan to attend in case time, date or location have changed. As a reminder, please also check the website for meeting notices – www.colonialgreenhoa.com

V. ADJOURNMENT

The meeting was adjourned at 11:40 AM.