



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

February 3, 2021

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 09/08/20** – 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 12/31/20 were:

Operating Account	\$ 42,246.21
Operating Reserve Account	\$ 22,294.12
Capital Reserve Account	<u>\$134,695.28</u>
Total Combined Assets	\$199,235.61

A motion was made (Damgaard) and seconded (Graham) to approve the financials through 12/31/20, pending the posting of interest to the Capital Reserves account. Motion passed unanimously.

- **Center Green** – entrance improvements were completed in the Fall.

- **Crescent Homes, Cottage Homes and Townhomes** – painting was completed as scheduled in the late Fall.
- **Issues of Concern:**
 - **Speeding** – Trustee Graham will contact the Traffic Engineer for the City of Roanoke to inquire about getting assistance with installation of a flashing sign that monitors speed as you come down Colonial Green Circle. The Board would also like to have a speed limit or slow sign posted in the community, as well.
 - **Pet Waste** – signage was discussed that could be posted wherever it appears to be a significant issue. The Board discussed the possibility of a different type of sign, such as a tent sign or the foam board signs with the wires. Management will contact the sign company for their recommendation on the type of signage that is most easily moved and safest to move from location to location, as needed. Management will solicit bids on this type of sign. Pet waste stations were discussed – pros, cons, costs, etc...
 - **Developer Update** – the developer is in conversation with two different building companies to take on the remainder of the construction (townhome pads, possible other 8 acres, etc...). The area between the clinic and the townhomes is approved for up to 43 townhomes. There is nothing definitive at this time, but the developer continues to work towards progress in the association. All of the property is restricted by the pattern book.
 - **New Resident Information** – a discussion occurred regarding developing a one-page overview of some of the key rules, regulations and responsibilities to be provided to new owners with the welcome letter. Management will draft a document for the Board’s review.

IV. EXECUTIVE SESSION

A motion was made (Cronemeyer) and seconded (Graham) to go into Executive Session to discuss possible violations and delinquencies. Motion passed unanimously. There was no action taken after Executive Session.

V. DATE, TIME & LOCATION OF NEXT MEETING

The next meeting will be held via Zoom on Wednesday May 5th at 10:00 AM. Connection information is on the website. 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

VI. ADJOURNMENT

The meeting was adjourned at 11:35 AM.