



**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 4, 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 10:04 AM virtually via Zoom.

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

Any owner can attend the meeting to observe. They may also speak on any subject to the Board during the 15-minute owner’s forum. Items noted in the forum will be taken under consideration for a future agenda. Unit owners wishing to have a subject added to the current agenda must submit the information in writing to Management at least 10 days in advance so that the Board has an opportunity to research the issue before rendering an opinion or decision. Anyone interrupting the meeting once it has started will be asked to leave. Unit owners wishing to attend the meeting should check with Management prior to the meeting in case the time or location has been changed.

There were no owners present.

#### **III. BUSINESS**

- **Minutes – 05/13/20** – a motion was made (Damgaard) and seconded (Graham) to waive the reading of the minutes at the meeting and accept them as written. Motion passed unanimously.
- **Financials through 06/30/20** – Financials were reviewed. A motion was made (Graham) and seconded (Damgaard) to accept the financials as presented through 06/30/20. Motion passed unanimously.

<b>Operating Account:</b>	\$ 42,197.32
<b>Operating Reserve Account:</b>	\$ 40,948.65
<b>Capital Reserve Account:</b>	<u>\$126,655.38</u>
<b>Total Assets:</b>	<b>\$209,801.35</b>

- **3819 Greenway Privacy Screen/Fence Request** – a motion was made (Cronemeyer) and seconded (Graham) to grant Nihad and Adelaida Stambol permission to install a privacy fence around the Homeowner’s Association’s Common Area adjoining their property at 3819 Greenway Drive. This permission is granted with the specific proviso that (a) ownership of the land remains in the Association, and (b) the fence remains in place with the express permission of the Board. owners of permission to install a privacy fence around the HOA common area adjoining their property at 3819 Greenway Drive. Motion passed unanimously. This motion is specific to granting permission to install the fence on HOA property. Separately, a motion must be considered regarding actual approval of the fence itself. A motion was made (Graham) and seconded (Damgaard) to restate for record the Modification Panel’s approval of the request contingent on the provisions being met that shall be outlined in the letter that will be issued to the homeowner. The provisions outlined in the letter have been reviewed and approved by the association’s attorney. Motion passed unanimously.
- **3823 Greenway Privacy Screen/Fence Request** – the request was reviewed. A motion was made (Graham) and seconded (Damgaard) to approve the request contingent on the applicable provisions being met that shall be outlined in the letter that will be issued to the homeowner. The provisions outlined in the letter have been reviewed and approved by the association’s attorney. Motion passed unanimously.
- **Budget** – The proposed 2021 budget was reviewed and discussed. The Board will reconvene on August 11<sup>th</sup> at 10 AM via Zoom to spend more time reviewing the proposed budget.
- **Painting** – The painting on the two neighborhoods (Townhomes and Cottage Homes) will begin in August.
- **Traffic Issue** – The mirror was installed.

#### IV. EXECUTIVE SESSION

No Executive Session was needed.

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

The next regular Board Meeting is tentatively scheduled for August 11<sup>th</sup>, 2020 at 10:00 AM via Zoom. Please contact management if you plan to attend in case time, date or location have changed. The Annual Meeting will be held on Tuesday September 8<sup>th</sup> 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. 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 11:39 AM.