



McVitty Forest Condominium **Unit Owners Association**

HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
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BOARD OF DIRECTORS MEETING

July 18, 2024

**Pending Review/Approval at Next Board Meeting
Held via Zoom**

Board Members Present:	Candy Springer	President	(2024)
	John Frank	Vice President	(2025)
	Tony McDaniel	Treasurer	(2024)
	Rosalind Reynolds	Director	(2026)

Board Members Absent: None

Others Present:	Chrissy Greene	Association Manager
	Lois Laucella	Owner
	David and Gail Dymm	Owner
	David and Emily Wycoff	Owner
	Jody Henley	Owner
	John Pearson	Owner
	Ron Lundy	Owner
	Marshall and Thelma Helm	Owner
	Monika Wood	Owner
	Stefanie Fowler	Owner

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with all four board members in attendance. The meeting was called to order at 10:03 AM via Zoom.

II. APPROVAL OF MINUTES FROM PREVIOUS MEETING

A motion was made (McDaniel) and seconded (Frank) to waive the reading of the minutes from the April 26, 2024 special board meeting minutes and accept them as written. Motion passed unanimously. In the sentence, the April and May

III. OWNERS FORUM

Stephanie Fowler has requested permission to start a Porch chapter in McVitty Forest Condominiums. This would involve her distributing information to each resident and residents could choose to opt in. Once a month, she would distribute information to each opt-in resident about the food that is needed. The food would be collected monthly. The Board discussed the issue and stated that, unfortunately, even though this is a great cause, it could be considered solicitation and the Board cannot openly support one specific charity organization. It could open up the community to an overwhelming amount of solicitation within the individual buildings. Vice President Frank would be happy to include the information in the newsletter and post a notice on the owner's bulletin board. Ms. Fowler feels that relying on a flyer would diminish participation but agrees that the newsletter would be a benefit. The other board members agreed that supporting one organization as a Board would not be prudent, but there are board members who would be happy to support the program, as individuals.

Monika Wood asked that the Board to consider replacing the roof on the pool house when the next roof is replaced.

IV. REPORTS

- A. Financial – Treasurer McDaniel presented financials through July 2024. Treasurer McDaniel reported on various invoices that were paid, including the base fee for the irrigation meter, gas for the grills, fire protection system maintenance, elevator maintenance, legal fees, grounds maintenance, plant installation, cleaning out drainage grates and trash, electrical repair, inspection of emergency and exit lights, pool work, HVAC repair, walkway repair and the full insurance invoice was paid. A credit from the water leak that was repaired at 3025 is still carrying forward on that water and sewer invoice (\$349.91 remaining as of July). The water and sewer charges for May and June, 3025 was \$1,206.69, 3040 was \$1,180.09, 3045 was \$1,563.65, 3050 was \$1,274.78 and 3060 was \$1,645.81. Regarding electricity charges for May and June, 3025 was \$865.74, 3040 was \$1,215.68, 3045 was \$1,191.16, 3050 was \$1,178.86 and 3060 was \$1,313.84. A motion was made (Frank) and seconded (McDaniel) to approve the financials as presented through June 2024. Motion passed unanimously.
- B. President's Report – no report.
- C. Property Management – no report.

V. COMMITTEE REPORTS

- A. Renovation – all sub-contractors are finished, with the exception of touch-up painting. The final invoice will be submitted when this work is complete.
- B. Landscape – the tree bids were reviewed. Tree Smart – to cut the limb off was \$480 or to remove the entire tree and cut the stump low - \$2,250, Roots Arbor Care – to cut the limb off was \$800 or to remove the entire tree - \$2,000. A motion was made (Frank) and seconded (McDaniel) to contract with Tree Smart to remove the tree. Motion passed unanimously.

Website Reminder – the company that hosts the website was sold to another company, which resulted in a brief period of downtime to the secure side of the website. Please note – the updated password for ALL OWNERS to access the secure side of the website is now mfcaowner.

IX. OLD BUSINESS

Monkey Grass – the monkey grass to the left side of 3050 needs to be sprayed/cut back again. Also, it is an issue at 3045 and 3060, as well.

Landscaping Next to Patio – this has been completed.

Insurance – no change.

Roof Replacement at 3060 and Skylight Replacement at 3040 – the roof replacement bid from John T. Morgan at 3060 was \$38,489 and the skylight replacement at 3040 was \$5,613. A motion was made (Frank) and seconded (McDaniel) to contract with John T. Morgan Roofing to replace the 3060 roof and the 3040 skylight. Motion passed unanimously.

2025 Board Members Reminder – there are two seats coming up for election in 2024. The current board members serving in these seats are Candy Springer and Tony McDaniel. Neither board members plan to run again. However, Tony McDaniel is willing to continue to help as a building director or in meeting with contractors. Please contact management if you are interested in being placed on the agenda. Board members should be decisive, objective, have a career history that may benefit decisions, be available for Board meetings, be accessible by email and text.

X. PROJECTS IN PROCESS

Walkway Repair – this remains pending the contractor's availability. They were delayed by weather, but plan to begin the week of June 3rd, weather permitting.

XI. NEW BUSINESS

Carpet Cleaning – Treasurer McDaniel presented a bid from ProTech. The bid is \$1,306.80 per building, for a total of \$5,227.20. The bid from Premier is \$750 per building or \$3,000 for 4 buildings. A motion was made (Reynolds) and seconded (Frank) to approve the bid of \$3,000 for carpet cleaning. Motion passed unanimously.

Rules and Regulations Update – a motion was made (McDaniel) and seconded (Reynolds) to amend the rules to incorporate the following changes – 1. Proper swimwear is required by all ages, at all times, 2. No solicitation is permitted, 3. No PODS are permitted and 4. No roll-off or temporary dumpsters are permitted. Motion passed unanimously.

Budget – the janitorial contract needs to be reviewed for 2025. There are two bids for consideration. Management will get additional information.

XII. QUESTIONS

There were no questions at this time.

XIII. EXECUTIVE SESSION

A motion was made (McDaniel) and seconded (Frank) to go into Executive Session to discuss a legal issue and a contract. Motion passed unanimously.

After Executive Session, a motion was made (Springer) and seconded (McDaniel) to send an opportunity to correct letter. Motion passed unanimously.

XIV. DATE, TIME AND LOCATION OF NEXT MEETING

The next Board meeting is September 19, 2024 at 10:00 AM via Zoom.

You may also check the website for updates at any time. www.mcvittyforestcondos.com

X. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 11:33 AM.

Approved as submitted:

President

Date

Secretary

Date