



McVitty Forest Condominium **Unit Owners Association**

HALL ASSOCIATES, INC MANAGING AGENT (540) 982-0011

P O Box 20468, Roanoke, VA 24018

Chrissy Greene/ VP Association Management – cgreene@hallassociatesinc.com

Amanda St. Clair/Association Manager – astclair@hallassociatesinc.com

MINUTES **ANNUAL MEETING**

November 21, 2024

Pending Review/Approval at Next Annual Meeting

I. CALL TO ORDER

The quorum requirement for the meeting is a “majority” of unit owners. A quorum was met with 62 out of 92 units represented or 67% in attendance (39 in person and 23 by proxy). The meeting was called to order at 6: PM at the South County Library.

II. ROLL CALL

In place of Roll Call, Owners were asked to sign in to be accounted for prior to the Call to Order.

III. PROOF OF NOTICE OF MEETING

Proof of notice was established by those present in person or by proxy.

IV. READING OF MINUTES FROM PRECEDING MEETING

A motion was made from the floor and seconded to dispense with the reading of the minutes from the previous annual meeting and accept as written. Motion passed unanimously.

V. REPORT OF THE OFFICERS

President's Report

Nov 2024

President Springer urged all owners to read the governing documents and the reserve study.

Treasurer McDaniel reported that utilities. The water and sewer totals for January through October are as follows: 3025 - \$7,062.86, 3040 - \$7,397.21, 3045 - \$9,597.56, 3050 - \$6,328.60, 3060 - \$8,781.27, water for irrigation – \$303.34 and fire protection – \$1,692.33. Electric totals for the same timeframe are: 3025 – \$4,701.94, 3040 – \$6,385.74, 3045 – \$6,149.31, 3050 – \$7,129.95, 3060 – \$6,721.64, the pool - \$1,122.77. Gas totals for the same timeframe are: the pool area – \$257.44 and the picnic area – \$262.16.

John Frank is working on a newsletter. If there is anything owners would like to contribute, please reach out to him. He welcomes community input.

Association Manager Greene spoke on the year-to-date finances and reported that monthly summaries are posted in every building. Account balances as of 10/31/24 are:

Operating Account:	\$ 65,734.66
Operating Reserve Account:	\$ 27,008.39
Capital Reserve Account:	<u>\$ 278,162.90</u>
Total Combined Assets	\$ 370,905.95

2025 Budget – The budget was reviewed. The association was hit with the insurance problem. The board did their best under difficult circumstances. The Operating Reserve account funding was recommended by the new insurance agent. This is intended to use towards self-insuring on small claims or the payment of one master policy deductible. President Springer stated that Boards in earlier years had difficulty getting the reserve contributions increased sufficiently, so the association is attempting to catch up. In 2009, an owner did a plan for contributions, but the association did not fund based on that amount at that time. President Springer believes that delaying the increases would have resulted in a significant increase happening at some point in the future. The insurance issue accelerated the need for the substantial increase, but the increase would have come at some point. Owner Jimmi Beard asked if the Board anticipates going up exponentially every year. President Springer stated that she believes there will likely be another increase next year. There are still two roofs to be replaced. There are two lights that need to be replaced. In order to maintain consistency, all light poles will need to be replaced at the same time. There are also membrane roofs that will need to be replaced at some point. There is some asphalt cracking. Treasurer McDaniel reviewed past pricing on large projects, such as roof replacements, versus more recent costs for roof replacements. Emily Wycoff asked if the Board has considered raising the dues more and putting more into the Capital Reserves. President Springer responded that the Board debated the amount of the increase but felt that doing a large increase this year and a smaller increase next year would be more likely to be acceptable to owners. Monika Wood stated that there are associations that have lower dues, but assessments occur and the properties are not maintained to the same degree as they are at McVitty Forest. She also stated that she feels that the Board has taken on some projects that were not necessary and could have been deferred. President Springer stated that she believes that the Board has only been doing necessary projects. John Ewald reported that he had lunch with the Board Treasurer of another condo community in Roanoke. They were faced with a major elevator issue and expected to have to replace the elevator. The estimate for replacement was \$270,000. They were fortunate to find a part that was no longer made and were able to repair it for approximately \$25,000. The elevators at McVitty Forest are approximately 25 years old and will need to be considered. Treasurer McDaniel indicated he agreed with John Ewald's comments. A motion was made (Beard) and seconded (Ewald) to approve the budget as presented. The motion to approve the budget passed unanimously.

VI. REPORT OF COMMITTEES

Rosalind Reynolds reported that the roof on 3060 was replaced and the interior renovation is complete.

Tony McDaniel reported on the GloFiber installation. GloFiber did the groundwork around the buildings. They have completed the installation of the wiring into the buildings. It will still be several months before the service is available. They will need to get a permit from Roanoke County to run the service under the creek and into the community. President Springer stated that it was nearly a year ago that the Board passed the motion to allow GloFiber to come onto the property and they just came into the community. All owners still have the right to choose their service provider. There is no requirement for owners to take advantage of this service.

VII. ELECTION OF DIRECTORS

There are three seats open for the Board of Directors. Two terms are for three-year terms and one is for the remaining two-years of a three-year term. Expiring members could be nominated for an additional term. The following nominees are on the ballot – John Ewald, John Pearson and Monika Wood. The floor was opened for additional nominations. There were no nominations from the floor. A motion was made and seconded from the floor to close the floor to nominations and elect the nominees by acclamation. Motion passed unanimously.

VIII. NEW BUSINESS

General Discussion – The floor was opened for discussion.

Stefanie Fowler spoke regarding the PORCH program.

Nancy Hopkins recognized Candy Springer for 14 years of service and dedication.

IX. ADJOURNMENT

Meeting was adjourned at 6:47 PM.

After the Annual Meeting, the Board held for a brief meeting for the sole purpose of electing officers and confirming the next meeting. The meeting was called to order at 6:55 PM. A motion was made (Reynolds) and seconded (Frank) to approve the following:

2025 Board Members, Terms and Titles:

John Frank	President	(2025)
John Pearson	Vice President	(2027)
Monika Wood	Secretary	(2027)
John Ewald	Treasurer	(2026)
Rosalind Reynolds	Director	(2026)

Motion passed unanimously.

The 2025 meeting schedule will be January 16, 2025, March 20, 2025, May 15, 2025, and September 18, 2025 at 9:30 AM. January and March meetings will be via Zoom. May and September will be held at 2800 Keagy Road, Suite 300, Salem, VA 24153. The July meeting date is to be determined, because management is not available the third Thursday of the month. The annual meeting will be held on Thursday November 20th at 6:00 PM at the South County Library. A motion was made and seconded to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 7:15 PM.

As a friendly reminder, the website address is www.mcvittyforestcondos.com.