Hall Associates

McVitty Forest Condominium Unit Owners Association

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

July 24, 2025

Pending Review/Approval at Next Board Meeting
2800 Keagy Rd, Salem, VA 24153

Board Members Present:	John Frank	President	(2025)
	John Pearson	Vice President	(2027)
	Monika Wood	Secretary	(2027)
	John Ewald	Treasurer	(2026)
Board Members Absent:	Rosalind Reynolds	Director	(2026)

Others Present:	Chrissy Greene	Association Manager
	Ruth Alderfer	Owner
	Penny Cundiff	Owner
	Val Drinkwine	Owner
	David and Gail Dymm	Owners
	Ellie Ewald	Owner
	Marshall Helm	Owner
	Tony and Faye McDaniel	Owner
	Lyn Pearson	Owner
	Candy Springer	Owner
	Ann Thorne	Owner
	Norma Wheeler	Owner

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with four out of five board members in attendance. The meeting was called to order at 10:02 AM at 2800 Keagy Road, Salem, VA 24153.

II. APPROVAL OF MINUTES FROM PREVIOUS MEETING

A motion was made (Pearson) and seconded (Wood) to waive the reading of the May 15, 2025 minutes and accept them as written. Motion passed unanimously.

III. OWNERS FORUM

Candy Springer stated they were disappointed that they didn’t have information as to when the board meeting was going to be held. Monika notified all board members but their building was not posted.

Candy Springer stated that there have been 3 requests in the past for new windows in the past. She would recommend the board establish standards for window replacement so that owners who want to replace windows know what specifications to follow.

David Dymm reported that there are still several lights out in the garage. It has been several weeks. He also stated one of the fans in the garage isn’t working. Monika Wood reported that it is the pulley and a new belt will have to be ordered. Jeff Linkous will order one. The switch for 3045 is still on order. The switch in 3060 needs to be relocated to be in the same location as the one at 3025, so that it works correctly.

Ellie Ewald asked if the Board would consider in the budget for next year to do some more plantings behind 3050 where the hill and exit door are located. There is a hill back there, so the plantings would serve as a landscape border.

Tony McDaniel stated that there is an ongoing issue with not getting lights replaced. There was a notice from May 22nd to have lights replaced. They were still not replaced as of last week, so Tony went through and replaced (30) bulbs in their building. President Frank reported that it is not the same people that clean that replace the bulbs. That lady is coming by and taking the notices but the bulbs are still not being replaced. President Frank responded that he would go back to the contractor to follow up on these issues because there are still many bulbs out in the other 4 buildings.

Tony McDaniel inquired about the CD renewal and if other banks were considered. The Board will research other banks for better rates for future CD renewals. Management works with Pinnacle. If the Board would like to invest with other financial institutions, they may do so, but the Board would have to open the accounts.

IV. REPORTS

A. Financial – Treasurer Frank presented financials through June 2025. Treasurer Frank has posted a financial report in each building through June. The grounds improvements came in under budget. Insurance is over budget, but that is because it is paid for the year in advance. He is tracking the trends on utilities and will do a chart to show the fluctuations. The Operating Reserve transfers will be caught up as the year progresses. This was impacted by the insurance payment that was issued. A motion was made (Pearson) and seconded (Wood) to accept the financial report as presented through June 2025. Motion passed unanimously.

B. President's Report – President Frank reported that the resolution that was adopted at the last meeting has not been distributed. Management will send those out.

C. Management Report – everything management would report on is covered elsewhere on the agenda.

V. COMMITTEE REPORTS

A. Landscape – no report.

B. Communications – if there is anyone who would like to submit information for the newsletter, or if you would be willing to be featured in the newsletter, please contact John Frank.

Website Reminder – please note – the updated password for ALL OWNERS to access the secure side of the website is now mfcaowner.

IX. OLD BUSINESS

Entrance Signage Repair, Painting, Replacement – the sign itself has been replaced. The painter will be coming in the next 6-8 weeks to paint the posts.

Ceiling repairs – Ross these will be painted when the painter comes for the sign posts, as well. These are repairs to ceilings from previous leaks.

3025 Aiphone Replacement – the system has been replaced.

Landscaping at 3060 – the landscaping improvements are complete.

Sod Repair at 3060 – this is complete.

Gutters and Downspouts – this is complete. The gutters were cleaned out and seams sealed where they identified issues.

X. NEW BUSINESS

Elevator pad replacement – the bids for replacement of one pad versus a full set were reviewed. The Board feels it is cost prohibitive and would like to investigate getting these made themselves. Vice President Pearson has some options he will pursue.

Irrigation – the irrigation appears to be working correctly now.

Change request – a change request was submitted to replace a patio door with blinds (3045-101). A motion was made (Frank) and seconded (Pearson) to approve the request as submitted. Motion passed unanimously.

Resale certificate – the statute changed on July 1st to require resale certificates to include language indicating that a unit owner could be/might be responsible for the master policy deductible ($10,000). After discussion, the Board requested that management ask the attorney to review the current documents to see if the language can be made more specific/clear that the unit owner is responsible for the master policy deductible.

Light posts – the fixture that was tried for the top of a post was too small, so it was returned. Vice President Pearson has found an alternative fixture. He will submit that to the Board for consideration.

SECURITY REMINDER – PLEASE KEEP UNIT DOORS LOCKED AT ALL TIMES, PLEASE SECURELY CLOSE THE EXTERIOR DOORS WHEN COMING AND GOING, DO NOT PROP DOORS AT ANY TIME.

XI. EXECUTIVE SESSION

A motion was made (Frank) and seconded (Pearson) to go into Executive Session to discuss a potential violation. Motion passed unanimously.

After Executive Session, no action was taken.

XII. DATE, TIME AND LOCATION OF NEXT MEETING

The next meeting is September 18th at 10:00 AM and will be held in-person at the offices of Hall Associates, Inc., 2800 Keagy Road, third floor, Salem, Virginia 24153.

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 11:25 AM.

Approved as submitted:

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President Date

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Secretary Date