



McVitty Forest Condominium **Unit Owners Association**

HALL ASSOCIATES, INC MANAGING AGENT (540) 982-0011
P O Box 20468 Roanoke Virginia 24018
Chrissy Greene/Director of Association Management – cgreene@hallassociatesinc.com
Amanda St. Clair/Association Manager – astclair@hallassociatesinc.com

BOARD OF DIRECTORS MEETING

May 15, 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)
	Rosalind Reynolds	Director	(2026)

Board Members Absent:	John Ewald	Treasurer	(2026)
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Others Present:	Chrissy Greene	Association Manager
	Ruth Alderfer	Owner
	Barbara Bevan	Owner
	David and Gail Dymm	Owners
	Debbie Hice	Owner
	Nancy Hopkins	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 10:01 AM at 2800 Keagy Road, Salem, VA 24153.

II. APPROVAL OF MINUTES FROM PREVIOUS MEETING

A motion was made (Pearson) and seconded (Reynolds) to waive the reading of the March 20, 2025 minutes and accept them as written. Motion passed unanimously.

III. OWNERS FORUM

Barbara Bevan stated she is in 3060. Her unit is to the right of the front door. She has a nice patio and has lived there five years. She has a cat. She and her cat enjoy looking out on their patio. Birds come to the bushes outside her patio.

Candy Springer thanked the Board for trimming the old Redbud in the back. The dead part is gone. She also inquired about the total cost of the 3060 project. The cost is \$9,736. She inquired about the likelihood of a special assessment. The Board is not able to determine if a special assessment will be needed later this year, but there do not appear to be any issues with cash flow at this time. Is there an estimate on the insurance at this time? The agent has indicated it is anticipated to be approximately 8%.

John Pearson stated an owner reported that their doorbell rang in the middle of the night and they did not see anyone when they looked out. Please keep doors locked at all times.

John Pearson also reported that an owner complained about not seeing the meeting notice/agenda and pool rules. Those documents were posted on the bulletin board. The owner indicated they do not look at the bulletin board.

David Dymm inquired about the hole in the roadway where there are two cones. President Frank responded that GloFiber had to dig down to go below another utility line. They did a temporary patch but will return to do a permanent repair.

Tony McDaniel stated that he did not believe the roof at 3025, the pool house and the gazebo should have been done at this time. He also believes the pool house should not have been \$1,740 more than the pool house. The plans from the previous board was for 3045 to be done this year, but he and some other owners do not believe that 3025, the pool house and the gazebo should have been deferred until all other expenses were known.

Nancy Hopkins stated she has lines going across her dining room from where the roof has leaked. There are also areas in her guest bathroom and another area. She was also able to see the shingles on 3025 and the pool house from her condo and in the high winds, she could see the shingles blowing up and blowing off.

IV. REPORTS

- A. Financial – Treasurer Frank presented financials through April 2025. Treasurer Frank has posted a financial report in each building through April. A motion was made (Frank) and seconded (Reynolds) to accept the financial report as presented through April 2025. Motion passed unanimously.
- B. President's Report – President Frank reported that all roofs have been completed. GloFiber is in and available. They are supposed to come back and reseed some areas. The pool is having an issue with the motor and lateral seals. This results in the pool not being able to filter out the debris, so the pool contractor vacuums out the pool and sometime between when he leaves and returns, the pump has kicked off and the pool has debris in it. The pool contractor reported that he has contacted National Pools and they said they would not be able to get to it before mid-late June. A motion was made (Pearson) and (Reynolds) to open the pool with notice to the owners that the pool motor is currently not functioning as intended and the Board may have to close the pool for repairs when necessary. The vote is 2 in favor (Pearson, Reynolds) and 2 opposed (Wood, Frank). President Frank reported that the janitorial company is getting acclimated to the community. They are doing bulb replacement on Fridays. They also advised that they are checking for pad requests on Fridays. Management advised them that this should be checked each time they are onsite.
- C. Management Report – everything management would report on is covered elsewhere on the agenda.

V. COMMITTEE REPORTS

- A. Landscape – no report.
- B. Communications – no report.

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 is in production and will be installed when it is ready.

3025 Aiphone Repair or Replacement – the system is obsolete and there are at least two units that do not have a functioning Aiphone and there are no parts available for repair. This is the last system in the community that is an original system. A bid was obtained for replacement. A motion was made (Wood) and seconded (Pearson) to approve the replacement of the Aiphone system.

Landscaping at 3060 – the landscaping improvements are in process. A motion was made (Reynolds) and seconded (Pearson) to allow those bushes to remain, contingent on 50% of those shrubs being cut back in the dormant season. The bushes will be reevaluated in the future. Discussion ensued. Motion passed unanimously.

Sod Repair at 3060 – there was a lot of damage to the grass when windows were installed. The company who did the damage has agreed to pay for the repairs. A motion was made (Frank) and seconded (Reynolds) to approve the contract for repairs, at the expense of the contractor who damaged the grounds, with the agreement that this is final acceptance of the contractor's responsibility for repairs. Motion passed unanimously.

Gutters and Downspouts – the contractor is approximately 2 weeks out for the repairs that were previously approved.

Fitness Room Equipment – the treadmill in 3040 was repaired and the elliptical in 3025 was replaced.

X. NEW BUSINESS

Electric Vehicle Charging – the EV charging resolution that was previously passed basically put all the responsibility on the owner for installing any charging stations. The updated resolution prohibits charging of any electric vehicles inside any building or onsite. A motion was made (Frank) and seconded (Pearson) to approve the resolution as amended to remove "station" from the language. Motion passed unanimously.

Membrane Roofs – this issue is deferred to the next meeting.

Garage Door Issues in Power Outages – the doors do not go all the way up when the power is out and the doors are manually opened. Door Services came and adjusted the doors so that they open all the way during power outages.

Power Outages – an owner suggested that a committee be formed to study what will happen in the event of a power outage that would prevent pipes from freezing. There was no interest in pursuing this at this time.

Insurance – the insurance renewal paid in advance renewal rate is \$96,285.

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 (Reynolds) to go into Executive Session to discuss delinquencies. Motion passed unanimously.

After Executive Session, no action was taken.

XII. DATE, TIME AND LOCATION OF NEXT MEETING

The next meeting is July 24, 2025 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. Please note, this is the FOURTH Thursday of the month.

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 11:26 AM.

Approved as submitted:

President

Date

Secretary

Date