



**Beacon Hill Board Annual Meeting of Owners
Meeting Minutes**

October 5, 2023 | 7:00pm

**Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801**

Board Attendees: Bob Horst, Carlos Olachea, Howard Rawles, & Julia Hall

Board Absentees: Melissa Dawson

Owners: We have 86 owners in attendance by proxy, in person, and via Zoom.

Management Attendees: Bernard Hamann & Kayleigh Sponaule – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 7:03pm (Bob); Per the Bylaws, 33 1/3% of owners must be represented by attending or by proxy, which is 86. At 7:08 pm, we have exactly 86 owners represented, and quorum has been established.
- 2. Review & approve of meeting minutes from October 4, 2022:** Brandy Requeno motions, Howard seconds, minutes pass as written
- 3. Financial Review (YTD, September 30th):** Through the end of September, we have a total operating income of \$145,909.63 and total operating expense of \$71,763.81, for a net operating income of \$74,145.82. We are about \$4,000 ahead of budget.
 - a. We are scheduled to transfer \$72,828.00 into the reserve account at the end of the year.
 - b. The line item for taxes will be from the income that is generated from the investments.
 - c. The paving will be completed in due course and when the time comes, funds will already be available to do the project.
 - i. These funds will come from the reserve account.
 - d. The association has \$210,268.79 in total investments and will be reaching out to see the best interest rates available for the CD's with renewal dates fast approaching – October 23 and November 25.
 - e. An owner requests that the financials be posted on the website for the annual meeting.
- 4. Manager's Report:**
 - a. Crack Filling: This project began in 2022 and when oversight was completed by Rocktown, it was noted that there were areas that were missed, and the vendor was informed to address these areas before the invoice was paid. This was



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completed per the request and confirmed with oversight, and the payment was made early this year, which is why it is reflected in the financials.

- b. Mailboxes on Emerson: Earlier this year one of the mailbox pedestals on Emerson Lane were damaged by a drunk driver, but the mailbox clusters were luckily not damaged.
 - i. A temporary pedestal was put into place and replacement pedestals were ordered and later installed.
 - ii. The Commonwealth Attorney contacted us about the damages, and these have been included in the charges that were filed against the driver by the state.
- c. 12-Month CD: Earlier in the year the Board approved for \$100,000 of association funds to be invested into a CD at United Bank at a rate of 4.041%. This will help to generate more income for the association and matures on 3/8/2024.
- d. Landscaping: Season After Season was contracted for landscaping & snow removal for 2023 and this was their first year taking care of the community. The Board will later be voting on whether or not to renew with them for 2024.
- e. Property Values: Bernard states that property values in the community have gone up significantly, about 60%, from 6 years ago.

5. Old Business: None.

6. New Business: None.

7. Member Input:

- a. Brandy Requeno mentions that the dog stations have not been emptied and are full.
 - i. Rocktown informs owners that the residents who had been taking care of them have let us know that they will no longer be doing so. The landscapers will be contacted to maintain them from now on.
- b. Brandy also mentions that the towing signs in the community are faded and hard to read.
 - i. Rocktown will reach out to KAR about replacing the signs with new ones.



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- c. Maggie Zheng mentions that she has seen residents from units on Old Richmond Circle going through trash and that the weeds in the parking areas need to be taken care of.
 - i. Rocktown requests that Maggie let them know which units are going through the trash following the meeting and will contact the landscaper about the weeds so that both concerns can be addressed.
- d. Tim Lohr states that his neighbor has weeds in the front of their property and their yard needs mowing.
 - i. Rocktown will reach out to the owner to address both issues.
- e. Debbie Anderson asks if inspections and follow up are being done.
 - i. Rocktown mentions that inspections are done on a monthly basis per the management agreement, and owners are contacted for any issues that are noted.
- f. Howard mentions that the playground on Old Richmond Circle is old and worn out and that the sign is faded and broken.
 - i. Rocktown will take a look at this and follow up with the Board on next steps.

8. General comments/questions: None.

9. Board of Directors Elections:

Per the Bylaws, the Board of Directors shall consist of 5 persons. All terms of office shall be one year. The members of the Board of Directors shall hold office until their respective successors shall have been elected by the Association.

- a. Brandy motions to re-elect Carlos, Bob, Julia, and Howard and nominates David Gaines.
 - i. Karl W. seconds and the motion passes.
 - ii. The Board will be as follows for the next year: Bob Horst, Carlos Olachea, Julia Hall, Howard Rawles, and David Gaines.

10. Adjournment: 7:47pm