



## **The Townes at Bluestone Board Meeting Minutes**

**January 24, 2023**

**6:00pm**

**Location: Rocktown Realty Office & Zoom Videoconference**

**218 East Market Street, Harrisonburg, VA 22801**

Board Attendees: Adam Hancock, Jeff Dyche, Kristy McComb, & Samy El-Tawab

Board Absentees: Tim Cassel

Management Attendees: Bernard Hamann & Kayleigh Sponaule – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:02pm (Jeff); 4 of the 5 Board members are present – quorum has been established.
- 2. Review and approve of previous meeting minutes from September 29, 2022:** Kristy motions, Jeff seconds, minutes pass as written.
- 3. Financial Review (YTD, December 31<sup>st</sup>):** Through the end of December, we had \$125,663.82 in total operating income and \$94,060.17 in total operating expense.
  - a. On the balance sheet, there was a road reserve fund and a roof reserve fund, which we put together into one reserve fund.
    - i. The line item for the roof reserve came over from the previous management company, but roofs are not covered by the association and do not need to be reserved for.
- 4. Old Business:**
  - a. Island on Deyerle
    - i. The plants were re-installed by Messer before the end of the year at no cost to the association.
  - b. Landscaping Bids
    - i. There was an email vote by the Board of Directors to go with Season After Season for landscaping and snow removal for 2023, and this vote needs to be ratified today so it can be recorded in the minutes for the association.
      1. Jeff motions, Adam seconds, motion passes.
- 5. New Business:**
  - a. ARC Standards – Height of Trees/Shrubs
    - i. We will carry this agenda item over to the next Board meeting when Tim is present.
      1. Kristy comments that there are some trees that are getting very tall and need to be cut down or trimmed.

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- b. 2247 Lapis – WC Ramp Request
  - i. We received a request from the owner of 2247 Lapis about having a wheelchair ramp installed in the sidewalk near their unit.
    - 1. There is no lip on this strip of sidewalk on Lapis lane.
    - 2. Rocktown asks the Board to go and take a look at this in person and see if any solutions come to mind.
    - 3. We can reach out to a representative with the city if needed for disability.
- c. 2023 Budget
  - i. There was an email vote by the Board of Directors to approve the budget for 2023, and this vote needs to be ratified today so it can be recorded in the minutes for the association.
    - 1. Jeff motions, Kristy seconds, motion passes.
- d. 12-month CD
  - i. About \$100,000 of the association's funds can be invested into a 12-month CD.
    - 1. The institution must be FDIC insured, and two Board members will need to be signees on the account.
    - 2. Interest rates are currently about 4.75-4.8%.
    - 3. Jeff, Adam, and Kristy believe this is worth pursuing.
      - a. Rocktown will send more information to the Board prior to approval.
- e. 2023 Meeting Schedule
  - i. The meetings will be held on a quarterly schedule this year: March 9<sup>th</sup>, June 8<sup>th</sup>, Sept. 14<sup>th</sup>, and Dec. 14<sup>th</sup>. The annual meeting will be on Nov. 2<sup>nd</sup>.

**6. Member Input: None.**

**7. General comments/questions:**

- a. Kristy mentions that a number of units leave their trash totes out front.
  - i. This is a common issue for Townhome communities, and there are some where it is difficult to move the totes to the rear of the unit, depending on terrain and location.
    - 1. Fines could be added if it continues to be an issue.
    - 2. Another option would be to add dumpsters in the community, but the concern with that is where they would be placed.

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3. Samy states that a reminder can be sent out about the totes.
    - a. The reminder would go to homeowners, so if their unit is a rental, it is their responsibility to forward to the tenants. Rocktown could hang notices if needed.
  - b. Late fees: There currently are no late fees in place for Bluestone and there is not a large delinquency issue in the community.
    - i. There is no need to set late fees at this time.
  - c. Sales: 361 Blue Stone Hills is currently listed at \$309,000.
    - i. The last two units that sold went for \$290,000 and \$295,000, respectively.
  - d. Board appointments: We currently do not have roles assigned for the new Board of Directors.
    - i. Jeff nominates Tim for president.
    - ii. Jeff accepts the role of secretary/treasurer.
    - iii. Adam, Kristy, & Samy will be directors.
  - e. Adam mentions that there are holes at the end of Tanzanite that need to be filled.
    - i. Rocktown will reach out to the landscaper about having the holes filled and also see what they suggest for plants on Tanzanite.
  - f. The city has not contacted the association about maintenance of the stormwater pond.
    - i. Adam will reach out to a contact with the city about this.
8. **Adjournment:** 6:53pm (Jeff)
9. **Next meeting:** March 9, 2023 at 6:00pm