

The Townes at **BlueStone**

The Townes at Bluestone Board Meeting Minutes

December 14. 2023 | 6:00pm

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

Board Attendees: Tim Cassel, Jeff Dyche, Adam Hancock, & Kelly Meetze

Board Absentees: Samy El-Tawab & Kristy McComb

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:00pm (Tim); We have 4 of 6 Board members present, quorum has been established.
- 2. Review and approve of previous meeting minutes from September 14, 2023:** Tim motions, Jeff seconds, minutes approved as written.
- 3. Financial Review (YTD, November 30th):** Through the end of November, we have \$113,171.74 in total operating income and \$79,458.37 in total operating expense.
 - a.** The end of year reserve transfer has been done, and the association was able to transfer the budgeted amount of \$35,875.
- 4. Community Update:**
 - a.** Delinquency: We currently have one owner that is over \$1,000 delinquent and Rocktown spoke with them today and they said they would be paying this off in full by the weekend. The Board is in agreement that if this has not been paid by that time that the association will file a lien and warrant in debt.
 - i.** There are two other owners that are close to the \$1,000 mark.
 - ii.** Delinquent owners receive notifications of their balance on a monthly basis via mail and email.
- 5. Old Business:**
 - a.** Tanzanite Landscaping: The dead trees/shrubs were removed by the landscapers and the holes were filled in.
 - i.** Rocktown will get estimates to plant evergreens on Tanzanite and present them to the Board.
- 6. New Business:**
 - a.** 2024 Landscaping: Tim motions to ratify the email vote to approve Season After Season for landscaping & snow removal for 2024, Jeff seconds, motion carries.

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- b.** 2024 Budget: Jeff motions to ratify the email vote to approve the 2024 budget, Tim seconds, motion carries.
- c.** 2024 Meeting Schedule: The Board will meet quarterly in January, April, July, & October. The annual meeting will continue to be held in November.
- d.** Fines: This will be moved to the next meeting.
 - i.** The Board wants to have parameters for landscaping items.
 - ii.** Rocktown will share guidelines from other communities with the Board to review.
- e.** Glo-Fiber: The Board is in favor of having Glo-Fiber installed in the community.
 - i.** Rocktown will contact Glo-Fiber.
- f.** Board Positions: Tim will remain as president and Kristy is nominated as secretary/treasurer. Jeff, Kelly, and Adam will serve as directors.

7. Member Input: None.

8. General comments/questions:

- a.** Tim notes that 2238 Lapis still has the industrial equipment on their driveway. Bernard will follow up with the owner.
- b.** Adam mentions there is a pothole on Lapis where the water meter is. Rocktown will follow up with Harrisonburg Public Works.
- c.** At the end of Sapphire, an owner in one of the homes in Bluestone Village has been seen with a trailer at the end of Sapphire, which has been damaging the curbs.
- d.** Kelly asks about For Rent signs, and Bernard states that not a lot can be done about rentals in the community, but the AirBNB's can be addressed.
 - i.** This would involve changing the governing documents: having them drafted by an attorney, holding a special meeting of owners and receiving 66.66% approval from owners for the change.

9. Adjournment: 6:56pm (Tim)

10. Next meeting: January 23, 2024 at 6:00pm