



The Springs at Osceola
Board of Directors Meeting Minutes
November 12, 2024 | 6:00pm
Location: Rocktown Realty Office & Zoom Videoconference
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Tim Miller, Mike Loso, Mike Beahm, Brent Lenz, & Heather Perry
Board Absentees: Charlie King & Terri Bradley
Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown realty

- 1. Call meeting to order & establish quorum:** 6:08pm (Tim); We have 5 of 7 Board members present, quorum has been established.
- 2. Review & approve of August 13, 2024 minutes:** Mike Loso approves the minutes as written, Brent seconds, motion carries.
- 3. Manager's Report:**
 - a. Delinquency – We have one lot owner that is over \$1,000 past due. They had previously paid their balance in full, but the check was returned. Rocktown has since followed up with them and gave them until November 30th to pay.
- 4. Financial Review (YTD, October 31st):** Through the end of October, we have \$34,658.79 in total operating income and \$29,195.48 in total operating expense.
- 5. Architectural Review:** None.
- 6. Old Business:** None.
- 7. New Business:**
 - a. CTA – Since the HOA is a corporation, it needs to be registered, along with any members with a Beneficial Ownership Interest, and submitted to the Financial Crimes Enforcement Network (FinCEN) by January 1st.
 - Board members will provide their information to Rocktown to file, which will be a one-time fee of \$400 to the association.
 - b. Main Entrance Plant – The Board unanimously approves to have Brent take care of the plant.
 - c. 2025 Landscaping – The Board unanimously approves to ratify the email vote for Pugh's Landscaping to maintain the common areas next year.
 - The new trees that are being added to the retention pond areas in December were not in the scope of work but will be added in the future.



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- d. 2025 Budget – Rocktown presents the draft 2025 budget to the Board.
 - Heather motions to approve the budget with a modification to the retention pond maintenance line item to update the total for the year to \$5,000, Brent seconds, and the motion carries.
 - Rocktown will update the budget and post it to the website.
- e. 2025 Meeting Schedule – Next year's Board meeting schedule will remain quarterly, with the annual meeting in October.
- f. Board Positions – Terri and Charlie were re-elected to the Board at the annual meeting; Tim will remain president and Charlie will remain as treasurer.

8. Member Input:

- a. Rocktown will follow-up with the owners of Lot 61 regarding the 12-month construction timeline.
- b. Rocktown will follow-up with the owners of Lot 56 regarding their yard.
- c. Rocktown will send a community reminder about the association's rule regarding trash totes and provide the fine structure for this violation, to go into effect as of January 1st.

9. Adjournment: 6:37pm (Tim)

10. Next meeting: TBD