

AVALON WOODS II

Avalon Woods II Board Meeting Minutes

November 5, 2024 | 5:00pm

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

Board Attendees: Megan Austin, Rick Frutuozo, & Michael Noble

Management Attendees: Bernard Hamann & Kayleigh Sponaugle – Rocktown Realty

1. **Call meeting to order & establish quorum:** 5:02pm (Megan). We have all 3 Board members present; quorum has been established.
2. **Review & approve of previous minutes (August 6, 2024):** Megan motions to approve the minutes as written, Rick seconds, motion carries.
3. **Manager's Report:**
 - a. Trash – Waste Management has improved with trash pick-up, but if a container is missed, they are quick to respond and remedy the situation.
 - i. Megan requests that Rocktown send out another reminder about the dumpsters with the map she created.
 - b. Parking – Parking violations have been ongoing and have been addressed as they are presented.
 - i. Rocktown has reached out and fined owners as necessary.
 - c. Gazebo – The gaps were filled in between the stone and base of the gazebo.
 - d. Delinquency – Rocktown is in the process of filing on the owner that is over \$1,000.00 delinquent, but there is not a large issue in the community.
 - e. Sales – There have been 5 transactions in 2024; 3 townhomes have sold and 2 are pending.
 - i. The prices range from \$250,000 - \$275,000, and property values have done well over the last few years.
4. **Financial Review (YTD, October 31st):** Through the end of October, we have \$72,513.37 in total operating income and \$55,267.00 in total operating expense.
5. **Old Business:** None.
6. **New Business:**
 - a. 2025 Landscaping & Snow Removal – Megan motions to ratify the email vote to approve Curb Appeal for 2025, Michael seconds, motion carries.
 - i. Season After Season will work through March 31, 2025 for landscape and snow, and Curb Appeal will begin on April 1, 2025.

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- b. Commonwealth Cleaning – Because the trash and bulk pick-up will be included in the contract with Curb Appeal, the Board would like to discontinue working with Commonwealth Cleaning for next year.
 - i. Rocktown will reach out to Harrisonburg Public Works to inquire about bulk pick-up in the community.
- c. 2025 Meeting Schedule – The Board agrees to continue with meeting quarterly next year, which will begin with the annual meeting in February.
- d. 2025 Budget – Rocktown presents the draft 2025 budget to the Board.
 - i. The Board would like to have this modified to have the dues increase begin in April, as was done this year, so that we can discuss that at the annual meeting of owners.
 - 1. The Board agrees to have the dues increase to \$125/month on April 1st.
 - 2. Rocktown will make the changes and send the updated draft to the Board for an email vote.
- e. Corporate Transparency Act – 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.
 - i. Bernard will send out a follow-up email to the Board with more information about this and a link for them to get set up with their FinCEN number.

7. Member Input:

- a. Rocktown will look at townhomes that need to have exterior painting done of their doors, shutters, etc. in the Spring. A warning will be given to owners with a time frame for the work to be completed before fines are assessed.

8. Adjournment: 6:01pm (Megan)

9. Next Meeting: TBD