

AVALON WOODS II

Avalon Woods II Annual Meeting of Owners

Meeting Minutes

February 4, 2025 | 6:00pm

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

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

Owners: 18 owners present via Zoom or by Proxy.

Management Attendees: Bernard Hamann, Kayleigh Sponaugle, & Sandra Craig – Rocktown Realty

- 1. Call meeting to order & establish quorum: 6:00pm (Megan)**
 - a. The Bylaws state that 10% of owners be represented by proxy or in attendance, which is 9 units.
 - b. We have 13 units represented by proxy and 5 units in attendance via Zoom, for a total of 18; quorum has been established.

- 2. Proof of notice of annual meeting:** Annual notices were sent by email via SignWell and USPS if no email was provided.

- 3. Review & approve of meeting minutes from February 6, 2024:**
 - a. Sara Hodges states that item 8a needs to be edited; she has lived in Avalon II since 2011 and owned since 2014.
 - b. Megan motions to approve the minutes with the edit, Rick seconds, motion carries.

- 4. Financial Review (Through 12/31/2024):**
 - a. We have \$68,372.86 in total cash and \$50,000 in a 12-month CD earning 4% interest through 9/26/25, for \$118,372.86 in total assets and liabilities and capital.
 - b. Through the end of December, we have \$89,478.37 in total operating income and \$64,276.09 in total operating expense.

- 5. Manager's Report:**
 - a. Parking – There are ongoing issues with units having more than two vehicles and using visitor spaces regularly. Rocktown will continue to monitor the issue with the help of the Board members that reside in the community.

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- b. Trash – Snow threw off the dumpster pick-ups for most of January and things are now getting back on track.
 - c. Landscaping – Curb Appeal will be the new landscaping vendor as of April 1st; Season After Season will work through the end of March.
 - d. Snow Removal – Season After Season is the vendor for snow removal; the first snow event in January was difficult due to the amount and frigid temperatures, and because of this, the association is over budget for snow removal.
 - e. Dumpster Enclosures – White vinyl enclosures were installed by Premier Vinyl last year.
 - f. Gazebo Repairs – Repairs and updates were made to the gazebo last year per the reserve study. Megan states that she's noticed that residents have better cared for the gazebo since the updates were done.
 - g. Sales – 6 units sold in 2024, with the highest going for \$281,000. There is currently one unit pending and it is listed for \$259,000.
- 6. Old Business:** None.
- 7. New Business:**
- a. 2025 Budget and Dues Increase – The 2025 budget is presented; the dues will increase to \$125 per month beginning in the second quarter, which is April 1st. The budget includes expenses for snow removal, landscaping, general repairs and other operational costs. Per the reserve study, asphalt crack filling and patching is scheduled to be completed this year, which will be funded from the reserve account.
- 8. Member Input:**
- a. Megan mentions that there is an oversize black truck parked in the community that is blocking part of the sidewalk and fire lane. Megan will keep an eye out for the truck and contact Rocktown to tag it if needed.
 - b. The possibility of merging Avalon I and Avalon II is discussed.
 - i. Bernard points out that it would be difficult and potentially costly to do so, as it would require changes to governing documents and the agreement of a significant percentage of property owners.

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ii. During this discussion, the possibility of Waste Management being contacted to see if there is a potential to get the communities on the same pick-up schedules.

1. Rocktown will reach out to the representative.

c. Michael mentions having a community clean-up event; this will be discussed at the next Board meeting.

d. Megan mentions removing the mulch at the entrance to the community and just having it all be grass to improve curb appeal.

i. Rocktown will reach out to the landscaper for an estimate and send it to the Board once received.

9. Board of Directors Elections:

Per the Bylaws, the Board of Directors shall consist of 3 persons. The terms shall be one year or until successors are elected.

a. Michael motions to re-elect the existing Board, Rick seconds, motion carries.

b. Megan, Rick, and Michael will each serve for another one-year term.

10. Adjournment: 6:32pm (Megan)